

AGENDA
CITY COUNCIL STUDY SESSION
JUNE 24, 2024 - 6:00PM
CITY OF FARMINGTON HILLS
CITY HALL – COMMUNITY ROOM
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
Telephone: 248-871-2410 Website: www.fhgov.com

STUDY SESSION MEETING WILL BEGIN IMMEDIATELY FOLLOWING CLOSED SESSION, NO LATER THAN 6:30PM

1. Call Study Session to Order
2. Roll Call

CLOSED SESSION

3. Consideration of approval to enter into a closed session to consider and discuss attorney client written communications from the City Attorney under Section 8(1)(h) of the Open Meetings Act and settlement strategy in connection with pending litigation under Section 8(1)(e) of the Open Meetings Act and relating to the case of *Reid v City of Farmington Hills, et al.* (U.S. District Court E. D. Case No. 2:23-cv-10164). (Note: Council will return to open session immediately following the closed session).

STUDY SESSION

4. [Deer management update](#)
5. [2024 City Council goals update and progress](#)
6. Adjourn Study Session

Respectfully submitted,

Carly Lindahl, City Clerk

Reviewed by:

Gary Mekjian, City Manager

NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248-871-2410 at least two (2) business days prior to the meeting, wherein necessary arrangements/accommodations will be made. Thank you.



OFFICE OF CITY MANAGER

TO: Mayor and City Council
FROM: Gary Mekjian, City Manager
DATE: June 24, 2024
RE: June 24, 2024 Closed Session

A handwritten signature in blue ink, appearing to read "Gary Mekjian", is written over the "FROM:" line of the memo.

Tom Fleury, the City's labor attorney, will be updating City Council on settlement negotiations regarding Reid v Farmington Hills.



MEMORANDUM

DATE: June 21, 2024

TO: City Manager, Mayor and City Council

FROM: Bryan Farmer, Deputy Director of Special Services

CC: Ellen Schnackel, Director of Special Services
Brian Moran, Deputy Director of Special Services

SUBJECT: City of Farmington Hills Deer Management Update

The City of Farmington Hills began deer management efforts in 2014 by conducting research, collecting data, and working with the DNR. In 2021, the City of Farmington Hills led a regional approach to deer management by establishing the Oakland County Urban Deer Coalition, that became the Southeast Michigan Urban Deer Coalition in 2023.

In 2024, City of Farmington Hills employee Bryan Farmer, (Chair of the Southeast Michigan Urban Deer Coalition and mParks Archery Focus Area) was selected to be a member of the State of Michigan's Deer Michigan Initiative (DMI). The DMI was a request by the Natural Resource Commission (NRC) to have the Department of Natural Resources select a total of 48 DMI members in the upper peninsula and lower peninsula to address the challenges the state is having with deer management. The DMI was tasked with providing regulatory and non-regulatory recommendations to the NRC.

DMI work began in late February 2024, and after several presentations and meetings led by the DNR, the DMI and the DNR presented a report to the NRC on June 13, 2024 that included several regulatory and non-regulatory recommendations for the NRC to review. On June 26, the NRC will be having a workgroup meeting that will take place prior to their next NRC meeting on July 11 where it's expected that some regulatory items will be determined in a Wildlife Order. Once regulatory items are addressed, non-regulatory items will be addressed in the following months.

Members of the DMI and several other organizations are continuing to meet on deer management efforts that will ultimately improve deer management in communities throughout the state.

On Monday, June 24, Bryan Farmer, City of Farmington Hills Department of Special Services Deputy Director will be sharing a more in-depth update on deer management and the items listed above during the Farmington Hills City Council Study Session.

Thank you.



OFFICE OF CITY MANAGER

TO: Mayor and City Council
FROM: Gary Mekjian, City Manager
DATE: June 24, 2024
RE: 2024 City Council Goals Update

A handwritten signature in blue ink, appearing to read "Gary Mekjian", is written over the printed name in the "FROM:" field.

I'd like to take a few minutes during the June 24 study session to update City Council on our 2024 goals that were established in January. I've attached for your use, a spreadsheet showing 2024 goal status.

City Council Goals 2024

Goal	Comments	Developing	In Progress	Completed	Ongoing
Cannbis	Outreach Completed in '22. CC Directed staff to hold off on this until completion of master plan		X		
Ordinance Review in light of proposed Zoning Master Plan changes	Staff has been working with developers given the tools under current MP to achieve CC vision. July 25,2024, PC to discuss ordinance changes to implement new MP		X		
Deer	We hosted the March '24 SOCMA dinner and discussed options. Staff has been heavily involved in Deer Michigan Initiative and working with the Natural Resources Commission as well as the DNR to move towards an overall deer management plan		X		
MCMR	Replacement to MCMR was discussed the June 10, 2024 study session. Staff is gathering more information as requested by City Council		X		
Ongoing Collaboration with Schools, State, County and Utility Companies	Staff has been in contact with DTE and CLEMIS. Neither have been able to make their schedules work. Staff will continue to seek a date that works		X		
Incorporate AI into City Website/Website Improvements	Need more clarity from CC on what is desired. Muniweb does have some AI functionality that we can add for additional cost	X			X
Use of Electronic Signs	New signs have been installed at City Hall, Founders Park, and Heritage Park. Messaging content on these signs includes a variety of infomration.			X	
Incentives to participate in Citizen Survey's	Developing potential ideas for incentives and how to implement them for future citizen survey's	X			X
Develop Mission, Vision Statement and new City Logo	Funds for developing new City Logo are included in the '24-'25 budget.			X	X
Hawk Deficit Reduction	Ongoing efforts to achieve this through the budget process, increasing fees, etc. Also approved Phase II for multi-year agreement with consultant to assist.		X		X
Provide City Council more time prior to City Council Meetings for topics of higher importance.	CMO has provided additional time for CC to review all phases of the Winbourne Study and will continue to do so as critical items materialize			X	X
Review Ordinacne allowing Dogs in City Parks	This item was discussed at the April 22, 2024 study session. Council consensus on a pilot for dogs at Pioneer Park.			X	X
Public Art Funding	Staff is currently contacting other communitues on this topic. City attorney to review and provide options for CC at upcoming study session		X		

City Council Goals 2024

Goal	Comments	Developing	In Progress	Completed	Ongoing
12 Mile and Orchard Lake Rd Landscaping	CMO contact RCOC representatives. RCOC will include improved landscape treatments in the engineering plans for the project on 12 Mile and Orchard Lake Roads in '25 and '26			X	
Winbourne Phase II and III Presentation to CC	Phase II was presented at the January 8 study session. Phase III was presented at the March 25 study session.			X	
Innovation Center	City Council discussed this item at its May 13, 2024 study session. Staff to provide additional information for CC consideration.		X		
Zoning Ordinances: Gas station zoning/design for continued viability, ability to have restaraunts in office zoning districts, temp. sign ord in construction zones for businesses, enhanced enforcement of code issues.	Staff has met to discuss the issue of gas stations aesthetics, as well as car washes, and used car lots. These items will be discussed by the PC in July, with a joint CC/PC meeting to follow in the fall. Staff has stepped up enforcement of commercial properties.		X		
Meeting with DTE	We have contacted DTE reps several times to attend one of our study sessions. We will continue efforts to schedule. The are happy to provide metrics like Farmington, but wanted to present and explain these metrics when the meet with City Council		X		
EOC/Emergency Management/LPT	Brian Pankow, our Emergency Manager made a presentation at the May 13, 2024 SS			X	
Engage a Lobbyist	Funding for a Lobbyist is included in the '24-'25 budget		X		
Departments to offer more Ride-a-longs for CC	These are always available to CC members. DPS offered in Feb (Aldred participated). Offers have also been extended for zoning enforcement			X	X
Options for Costick Center and mor activities at city parks	Special Services is regularly looking at programming both in parks, the Hawk and at Costick. Programming along with all Special Servcies facilities will be reviewed as part of the SFC Phase II work.		X		X
Policy for disorderly conduct during CC meetings	City Council has updated its Rules and Guidelines of Conduct to address this			X	

AGENDA
CITY COUNCIL MEETING
JUNE 24, 2024 – 7:30PM
CITY OF FARMINGTON HILLS
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
Telephone: 248-871-2410 Website: www.fhgov.com
Cable TV: Spectrum – Channel 203; AT&T – Channel 99
YouTube Channel: <https://www.youtube.com/user/FHChannel8>

REQUESTS TO SPEAK: Anyone requesting to speak before Council must complete and turn in to the City Clerk a blue Public Participation Registration Form.

REGULAR SESSION MEETING BEGINS AT 7:30P.M. IN THE CITY COUNCIL CHAMBER

CLOSED SESSION (6:00 P.M. Community Room– See Separate Agenda)

STUDY SESSION (Immediately following Closed Session; estimated time of 6:30 P.M. Community Room– See Separate Agenda)

REGULAR SESSION MEETING

CALL REGULAR SESSION MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

1. Approval of regular session meeting agenda

ANNOUNCEMENTS/PRESENTATIONS FROM CITY BOARDS, COMMISSIONS AND PUBLIC OFFICIALS

CORRESPONDENCE

CONSENT AGENDA - (See Items No. 9-19)

All items listed under Consent Agenda are considered routine, administrative, or non-controversial by the City Council and will be enacted by one motion. There will be no separate discussion of these items, unless a Council Member or citizen so requests, in which event the items may be removed from the Consent Agenda for consideration.

CONSENT AGENDA ITEMS FOR DISCUSSION

COUNCIL MEMBERS' COMMENTS AND ANNOUNCEMENTS

CITY MANAGER UPDATE

PUBLIC HEARING:

2. Public hearing and consideration of the [INTRODUCTION of an ordinance](#) amending the City Code of the City of Farmington Hills, Chapter 34, Zoning Chapter to amend the Zoning Map and district boundaries established under Section 34.3.2 to rezone and reclassify the property located at Parcel ID 22-23-26-480-046, vacant property at the northwest intersection of Middlebelt Road and Astor Avenue from RA-4, One Family Residential District, and P-1, Vehicular Parking District, to RA-4, One Family Residential District; Rezoning Request 3-3-2024.

3. Public hearing and consideration of an [amendment to PUD 1, 2021, including Revised Site Plan 54-2-2021](#), Comfort Care Senior Living, located at 31525 Twelve Mile Road.

UNFINISHED BUSINESS:

4. Consideration of approval of the ENACTMENT of [Ordinance C-6-2024](#) to amend the Farmington Hills Code of Ordinances, Chapter 34, "Zoning," Article 5.0, "Site Standards," Section 5.5, "Signs," to include a new Subsection 3.A.ix.h addressing the area of electronic display areas, and approval of summary for publication.

NEW BUSINESS:

5. Consideration of approval of an Interlocal Agreement for Advanced Life Support Emergency Medical Services between the City of Farmington Hills and the City of Farmington. [CMR 6-24-62](#)
6. Consideration of approval of a resolution consenting to the assignment of the Green for Life Environmental USA, Inc. (GFL) waste hauling agreement to Priority Waste LLC. [CMR 6-24-63](#)
7. Consideration of approval of request from [Groves-Walker Post No. 346, American Legion, Department of Michigan, Inc.](#) for the transfer of location of a 2024 Club License with Permits to 21023 Farmington Road.
8. Consideration of approval of request from [Perfect Pairing LLC](#) for a NEW Tavern Quota Liquor License to be used at 38215 West Ten Mile Road, Suite D4.

CONSENT AGENDA:

9. Recommended approval of the [Planning Commission and Zoning Board of Appeals per meeting pay increase request](#).
10. Recommended approval of [amendments to the Rules of the City Council and Guidelines of Conduct](#).
11. Recommended adoption of the [revised City Council Annual Meeting Calendar](#).
12. Recommended adoption of the Policy to Defer Payment of Sanitary Sewer and Water Main Connection Charges for Properties Subject to Temporary Connection Agreements. [CMR 6-24-64](#)
13. Recommended approval of extension of bid for Fleet Vehicle Outfitting Services for Public Safety to Canfield Equipment Services thru September 30, 2025, with an option to extend. [CMR 6-24-65](#)
14. Recommended approval of emergency repair of broken kitchen sanitary line at the Costick Center to Guardian Plumbing in the amount of \$20,000. [CMR 6-24-66](#)
15. Recommended approval of a request for employment under Section 10.01A of the City Charter for a [Camp Instructor](#).
16. Recommended approval of a request for employment under Section 10.01A of the City Charter for a [Building Assistant – The Hawk](#).
17. Recommended approval of a request for employment under Section 10.01A of the City Charter for a [Seasonal Parks Laborer](#).
18. Recommended approval of City Council [study session meeting minutes](#) of June 10, 2024.
19. Recommended approval of City Council [regular session meeting minutes](#) of June 10, 2024.

ADDITIONS TO AGENDA

PUBLIC COMMENTS

Limited to three (3) minutes for any item of City business not on the agenda.

ADJOURNMENT

Respectfully submitted,

Carly Lindahl, City Clerk

Reviewed by:

Gary Mekjian, City Manager

NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248-871-2410 at least two (2) business days prior to the meeting, wherein necessary arrangements/ accommodations will be made.



Inter-Office Correspondence

DATE: June 24, 2024

TO: Gary Mekjian, City Manager

FROM: Charmaine Kettler-Schmult, Director of Planning and Community Development

SUBJECT: Rezoning Request – ZR 3-3-2024 – Rezone One (1) Parcel from RA-4, One Family Residential District, and P-1, Vehicular Parking District, to RA-4, One Family Residential District

Applicant: Rane Jappaya

Owner: 22595 Middlebelt, LLC

Sidwell: 22-23-26-480-046

Zoning: RA-4, One Family Residential District, and P-1, Vehicular Parking District (split zoned)

Master Plan: Single-Family Residential and Shopping Center Type Business

Location: Northwest intersection of Middlebelt Road and Astor Avenue

Description:

The applicant has submitted for City Council consideration a request to rezone the approximately 0.29-acre subject property from **RA-4, One Family Residential District**, and **P-1, Vehicular Parking District**, to RA-4, One Family Residential District. The applicant has expressed that their intent is to construct housing on the vacant subject property.

Please see Giffels Webster's review ([attached](#)) for a detailed review of the request.

Procedural Background:

- April 18, 2024 – Planning Commission passes motion (6-1) setting application for public hearing ([minutes](#))
- May 16, 2024 – Following a public hearing, Planning Commission unanimously passes motion recommending approval of application to City Council ([minutes](#))

Permitted Uses:

Existing P-1 District:

- Vehicular parking
- Attendant shelters

Proposed RA-4 District:

- Site-built, one-family detached dwelling units
- Farms
- Neighborhood parks
- Manufactured one-family detached dwelling units
- Public, parochial or private elementary, intermediate or secondary schools offering courses in general education
- Golf course, not including driving ranges or miniature golf courses
- Churches
- Nursery schools, day nurseries, and day care centers
- Municipal buildings and uses not including any outdoor storage
- Publicly owned and operated libraries, community wide parks and recreational facilities
- Accessory buildings and uses customarily incidental to any principal permitted uses

Department Authorization by: Charmaine Kettler-Schmult, Director of Planning and Community Development

Prepared by: Erik Perdonik, AICP, City Planner

Attachments:

- [Draft Ordinance](#)
- [P-1, Vehicular Parking District permitted uses](#)
- [RA-4, One Family Residential District permitted uses](#)
- [Giffels Webster's review](#)
- [April 18, 2024, Planning Commission meeting minutes](#)
- [May 16, 2024, Planning Commission meeting minutes](#)
- [Public Notice](#)

CITY OF FARMINGTON HILLS
OAKLAND COUNTY, MICHIGAN
ZONING AMENDATORY ORDINANCE
ORDINANCE NO. C-__-2024

An ordinance to amend the City Code, Chapter 34 Zoning Chapter, of the City of Farmington Hills, to amend the Zoning Map and district boundaries established under Section 34.3.2 to reclassify certain property as hereinafter described:

THE CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN, HEREBY ORDAINS:

Section 1. That the City Code of the City of Farmington Hills, Chapter 34, Zoning Chapter, is hereby amended in part to amend the Zoning Map and district boundaries established under Section 34.3.2 to rezone and reclassify the following described property in the City from RA-4, One Family Residential District, and P-1, Vehicular Parking District, to RA-4, One Family Residential District:

Parcel Identification Number: 22-23-26-480-046, vacant property described as T1N, R9E, SEC 26 WADDELL-WILCOX-RYMAL COMPANY'S KEMBERTON PARK SUB LOT 600, ALSO 1/2 OF VAC ALLEY ADJ TO SAME, ALSO LOTS 601 TO 606 INCL EXC E 27 FT TAKEN FOR RD, ALSO 1/2 OF VAC ALLEY ADJ TO SAME 1-10-24 FR 037 & 038, located at the northwest intersection of Middlebelt Road and Astor Avenue, City of Farmington Hills, Oakland County, Michigan.

Section 2. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3. The provisions of this Ordinance are hereby ordered to take effect on the date provided by applicable law following publication.

Section 4. This Ordinance is hereby declared to have been duly adopted by the City Council of the City of Farmington Hills, at a duly called meeting held on _____, 2024 and ordered to give publication in the manner prescribed by law.

YEAS:

NAYS:

ABSTENTIONS:

ABSENT:

STATE OF MICHIGAN)
)ss
COUNTY OF OAKLAND)

I, the undersigned, the qualified and acting City Clerk of the City of Farmington Hills, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the ordinance adopted by the City Council of the City of Farmington Hills at a meeting held on _____, 2024, the original of which is on file in my office.

CARLY LINDAHL, City Clerk
City of Farmington Hills

INTRODUCED:

ADOPTED:

PUBLISHED:

RA-4 One Family Residential (8,500 sq ft)

1 Purpose and Introduction

2 Definitions

3 Zoning Districts

4 Use Standards

5 Site Standards

6 Development Procedures

7 Admin and Enforcement

A. INTENT

The one-family residential districts are designed to be the most restrictive of the residential districts. The intent is to provide for an environment of predominantly low-density, one-family detached dwellings along with other residentially related facilities which serve the residents in the district.



User Note: For uses listed in **bold blue**, refer to Article 4, or click on use, for use-specific standards

B. PRINCIPAL PERMITTED USES

- i. Site-built, one-family detached dwelling units
- ii. **Farms** § 34-4.1
- iii. Neighborhood parks
- iv. **Manufactured one-family detached dwelling units** § 34-4.6
- v. The following uses are permitted subject to the special conditions in **Section 34-3.6**
 - a. **Public, parochial or private elementary, intermediate or secondary schools offering courses in general education** § 34-4.2
 - b. **Golf course**, not including driving ranges or miniature golf courses § 34-4.3
 - c. **Churches** § 34-4.4
 - d. **Nursery schools, day nurseries, and day care centers** § 34-4.5
 - e. Municipal buildings and uses not including any outdoor storage
 - f. Publicly owned and operated libraries, community wide parks and recreational facilities
 - g. Accessory buildings and uses customarily incidental to any principal permitted use.

C. SPECIAL APPROVAL USES

The following uses are permitted subject to the special conditions in **Section 34-3.6**

- i. **Public utility buildings, telephone exchange buildings, electric transformer stations and substations, and gas regulator stations** § 34-4.8
- ii. **Private noncommercial recreational areas, institutional or community recreation centers, a nonprofit swimming pool club** § 34-4.9
- iii. **Colleges, universities and other such institutions of higher learning, public and private** § 34-4.10

D. ACCESSORY USES

- i. **Electric vehicle infrastructure** § 34-4.55
- ii. **Private swimming pools** § 34-4.11
- iii. **Private stables** § 34-4.12
- iv. **Retail sale of farm goods** § 34-4.13
- v. **Commercial vehicles** § 34-4.14
- vi. **Home occupations** § 34-4.15
- vii. **State-licensed day care homes** § 34-4.16
- viii. **Medical Marihuana Caregiving** § 34-4.57



RA-4 One Family Residential (8,500 sq ft) 34-3.1.7

E. DEVELOPMENT STANDARDS

Lot Size

Minimum lot area[□]: 8,500 sq ft
 Minimum lot width[□]: 60 ft

Lot Coverage[□]

Maximum lot coverage per unit: 35%

Setbacks[□]

Minimum front yard setback: 25 ft
 Minimum rear yard setback: 35 ft
 Minimum side yard setback: 5 ft one side
 15 ft total two sides

Building Height[□]

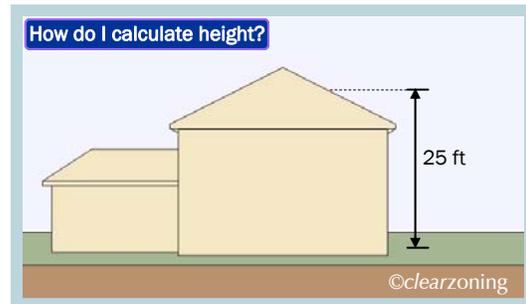
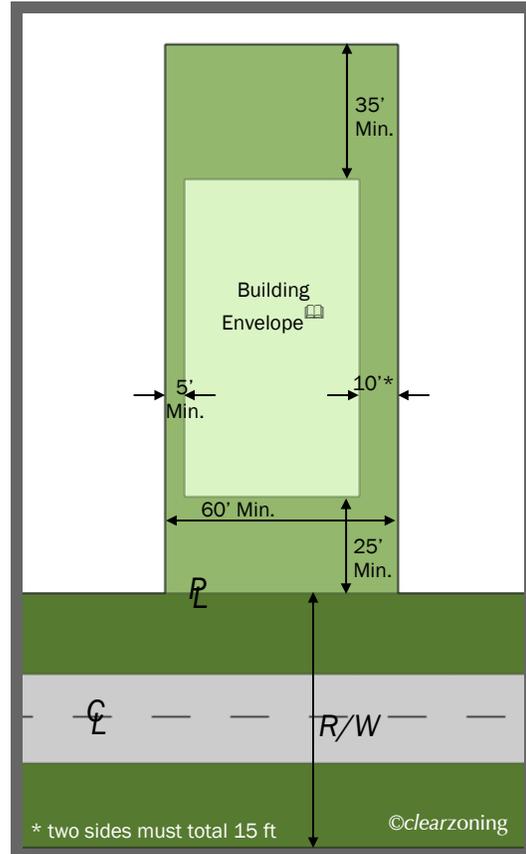
Maximum building height: 25 ft

Floor Area[□]

Total floor area minimum per unit: 700 sq ft
 Ground floor area minimum per unit: 500 sq ft

NOTES

- For additions to the above requirements, refer to Section 34-3.5: **B, D, E** and **V**.



The above drawings are not to scale.

SELECTED REFERENCES

3. Zoning Districts

- General Exceptions § 34-3.26
- One-family Clustering Option § 34-3.17
- Nuisance Factors[□] § 34-3.16
- Major Road Frontage Option § 34-3.18

4. Use Standards

- Special Land Uses[□] § 34-4.20
- Standards for Cellular Towers[□] § 34-4.24.8

5. Site Standards

- Accessory Buildings and Structures § 34-5.1
- Off-street Parking Requirements § 34-5.2
- Off-street Parking Space Layout Standards § 34-5.3

Off-street Loading and Unloading

- § 34-5.4
- Signs[□] § 34-5.5
- Acceleration-deceleration Passing Lanes § 34-5.6
- Storage of Recreational Equipment or Trailers § 34-5.7
- Flood Zone Controls § 34-5.8
- Entranceway Structures § 34-5.9
- Corner Clearance § 34-5.10
- Frontage on Public Street § 34-5.11
- Fences § 34-5.12
- Access to Major or Secondary Thoroughfares § 34-5.13
- Landscape Development § 34-5.14
- Walls and Berms § 34-5.15
- Exterior Lighting § 34-5.16

Screening of Rooftop Equipment

- § 34-5.17
- Tree Protection, Removal & Replacement § 34-5.18

6. Development Procedures

- Site Plan Review § 34-6.1
- Notice of Public Hearing § 34-6.2
- Special Land Use and Special Approval Use Standards § 34-6.3

7. Admin and Enforcement

- Guarantee for Improvements § 34-7.2



A. INTENT

The P-1 vehicular parking districts are designed to accommodate the off-street parking for those nonresidential uses which are not able to provide adequate space within their own district boundaries.

B. PRINCIPAL PERMITTED USES

The off-street vehicular parking area. Applications for P-1 district zoning shall be made by submitting a dimensioned layout of the area requested showing the intended parking plans in accordance with Section 34-5.3.

C. LIMITATION OF USE

- i. The P-1 district parking area shall be accessory to and for use in connection with one or more business or industrial establishments, or in connection with one or more office buildings or institutions, or with a multiple-family residential development.
- ii. Parking areas shall be used solely for parking of private passenger vehicles, for periods of less than one day.
- iii. No commercial repair work or service of any kind, or sale or display thereof, shall be conducted in such parking area.
- iv. No signs of any kind, other than signs designating entrances, exits and conditions of use, shall be maintained on such parking area.
- v. No building, other than those for shelter of attendants, shall be erected upon premises and they shall not exceed fifteen (15) feet in height.
- vi. Such parking lots shall be situated on premises which have an area of not less than five thousand (5,000) square feet and shall be contiguous to an RC or nonresidential district or use, and in all cases shall be adjacent successive lots from the above-mentioned districts or use, or adjacent successive lots from either end of a block where lots front a street parallel to and at the rear of a business or industrial block. There may be a private driveway or public street or public alley between such P-1 district and the contiguous district.
- vii. A site plan shall be submitted to the planning commission for its review and approval prior to the issuance of any building permit.

D. SETBACKS AND WALLS

- i. Side and rear yards: Where the P-1 district is contiguous to the side or rear lot lines of premises within a residentially zoned district, the required wall shall be located along such lot line.
- ii. Front yards: Where the P-1 district has a common boundary with a residential district and the districts have frontage on the same street, a setback from the street shall be required which is equal in depth to the required front yard setback of the adjacent residential district, or twenty-five (25) feet, whichever is the greater. The required wall shall be located on this minimum setback line. The land between such setback and street right-of-way line shall be kept free from refuse and debris and shall be planted with shrubs, trees or lawn and shall be maintained in a healthy, growing condition, neat and orderly in appearance. Planting shall be in accordance with Section 34-5.14.
- iii. Upon review of the site plan, the planning commission may approve an alternate location for the wall or may waive the wall requirement if in specific cases it would not serve the purposes of screening the area effectively or where it is determined that the adjoining property is indicated on the future land use plan as a nonresidential area.



P-1 Vehicular Parking District

34-3.1.30

E. PARKING SPACE LAYOUT, CONSTRUCTION AND MAINTENANCE

P-1 districts shall be developed and maintained in accordance with the requirements of Section 34-5.3.

F. NOTES

- For additions to the above requirements, refer to Section 3.5: **A** and **V**.

G. SELECTED REFERENCES

3. Zoning Districts

- **General Exceptions** § 34-3.26
- **Planned Unit Development** § 34-3.20

4. Use Standards

- **Electric Vehicle Infrastructure** § 34-4.55
- **Special Land Uses** § 34-4.20
- **Standards for Cellular Towers** § 34-4.24.8

5. Site Standards

- **Accessory Buildings and Structures** § 34-5.1

- **Off-street Parking Requirements** § 34-5.2

- **Off-street Parking Space Layout Standards** § 34-5.3

- **Off-street Loading and Unloading** § 34-5.4

- **Signs** § 34-5.5

- **Acceleration-deceleration Passing Lanes** § 34-5.6

- **Flood Zone Controls** § 34-5.8

- **Entranceway Structures** § 34-5.9

- **Corner Clearance** § 34-5.10

- **Frontage on Public Street** § 34-5.11

- **Fences** § 34-5.12

- **Access to Major or Secondary Thoroughfares** § 34-5.13

- **Landscape Development** § 34-5.14

- **Walls and Berms** § 34-5.15

- **Exterior Lighting** § 34-5.16

- **Screening of Rooftop Equipment** § 34-5.17

- **Tree Protection, Removal & Replacement** § 34-5.18

- **Pedestrian Access and Connectivity** § 34-5.19

6. Development Procedures

- **Site Plan Review** § 34-6.1

- **Notice of Public Hearing** § 34-6.2

- **Special Land Use and Special Approval Use Standards** § 34-6.3

7. Admin and Enforcement

- **Guarantee for Improvements** § 34-7.2

1 Purpose and Introduction

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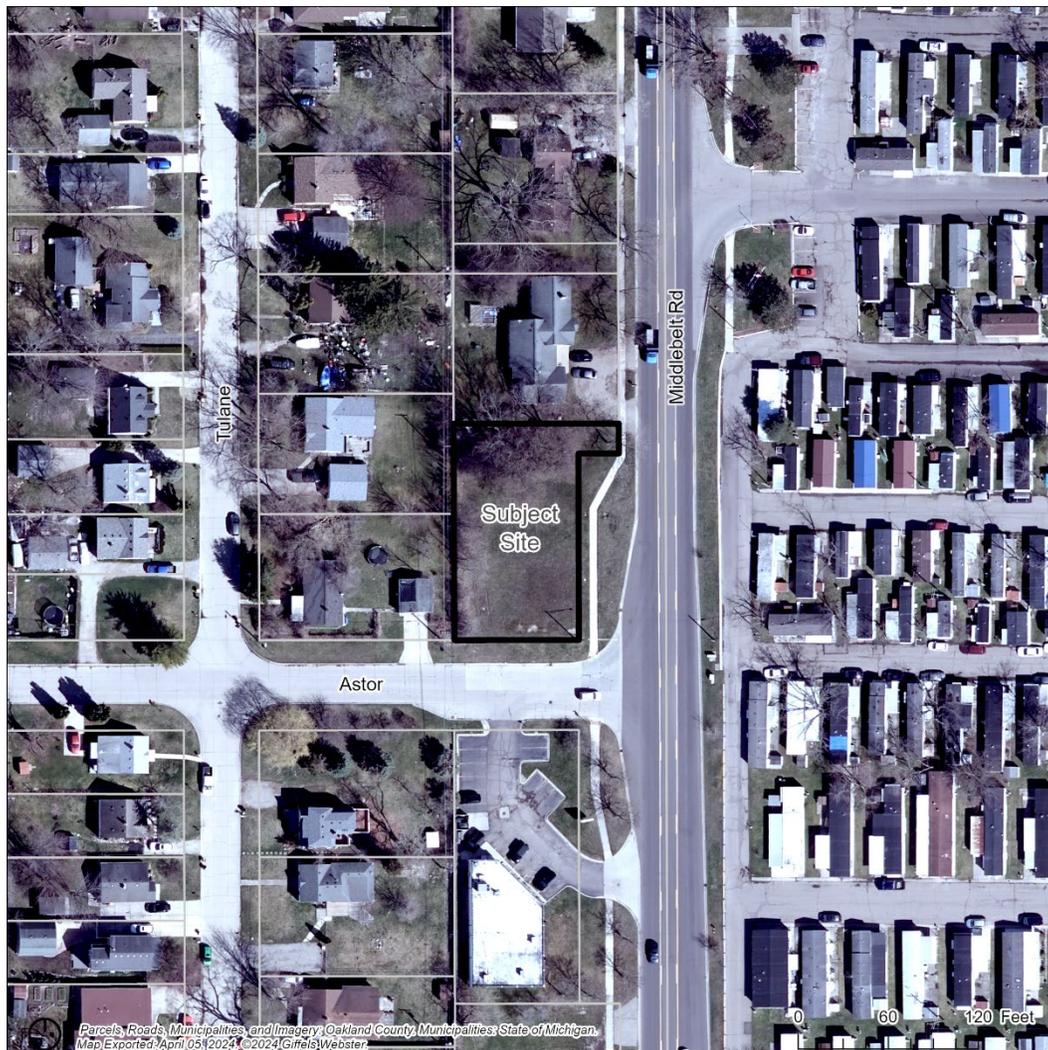
April 10, 2024

Planning Commission
City of Farmington Hills
31555 W 11 Mile Rd
Farmington Hills, MI 48336

Rezoning Review

Case: ZR 3-3-2024
Site: Middlebelt and Astor (23-26-480-046)
Applicant: Rane Jappaya
Plan Date: Received March 18, 2024
Request: Rezone from P-1 to RA-4 for Residential use (duplex)

We have completed a review of the request for rezoning referenced above and a summary of our findings is below.



SUMMARY OF FINDINGS

Existing Conditions

1. **Zoning.** The subject property is 0.29 acres and currently split-zoned, with the vast majority of the site zoned P-1 Vehicular Parking District, and a small 20' x 110' area along the northern boundary zoned RA-4. It is located on the west side of Middlebelt Road, at the corner of Astor St.
2. **Existing Development.** The site is presently vacant. There is a sidewalk along the Middlebelt frontage.
3. **Adjacent Properties.** Zoning and use of adjacent properties is as follows:

Direction	Zoning	Land Use	Future Land Use Category
North	RA-4	Residential	Single Family Residential
East (across Middlebelt)	RA-4	Mobile Home Park	Multiple Family Residential
South (across Astor)	B-1	Convenience Store	Shopping Center Type Business
West	RA-4	Residential	Single Family Residential



4. **Master Plan.** This land is primarily designated Shopping Center Type Business on the Future Land Use Map, with the 20’x110’ portion on the northern end of the site designated as Single-Family Residential. The 2009 Master Plan describes uses permitted in Shopping Center Type Business as those that are compatible with each other in the shopping center environment and that have the least impact beyond the buildings. The Zoning Plan aligns this district with areas zoned B-1, B-2, and B-4.
5. **Residential Densities Map.** The residential densities map designates this area as medium density residential, which is compared with RA-3 and RA-4 residential zoning districts.
6. **Special Planning Areas.** The parcel is not a part of any of the Special Planning Areas in the Master Plan

Proposed Zoning Versus Current Zoning

The subject property is split zoned, but Primarily P-1 Vehicular Parking District, with only a small 20’ x 110’ area zoned RA-4 along the Northern boundary. The applicant is requesting to rezone the entire lot to RA-4 to permit a residential/duplex use. Duplexes are not listed as permitted uses in the P-1 Vehicular Parking District. A duplex may be constructed in the RA-4 District under the major road frontage option outlined in Section 34-3.18.

Standard	P-1 District	RA-4 District	Existing
Front Setback	Since the P-1 District only permits vehicular parking, no dimensional requirements are provided for structures (except for attendants’ shelters).	25 ft	No present structure on site.
Rear Setback		35 ft	
Street Side Setback		25 ft	
Side Setback (west)		5 ft	
Max Height		25 ft	
Lot Coverage		35%	
Min. Lot Size		8,500 SF	12,496.15
Min. Lot Width		60 Ft.	83 ft.

Items to Consider for Zoning Map Amendment

1. Is the proposed zoning consistent with the Master Plan?

The Master Plan primarily designates this site as Shopping Center Type Business, which is inconsistent with the proposed rezoning. The parcels abutting the site to the south are also Shopping Center Type Business. The abutting parcels to the north and west are designated as single-family, shown on the residential densities map as “medium density.” These neighboring parcels are consistent with RA-4 Zoning.

2. What other impact would the requested zoning have on public services, utilities, and natural features?

Portions of the site where only vehicular parking uses were permitted will accommodate single-family and two-family residential uses, consistent with the RA-4 Zoning Designation. This will not have a significant impact on public services or utilities. The EGLE wetlands map designates this area as having “hydric soils.” No emergent wetlands are present in the area.

3. Has the Applicant provided evidence that the property cannot be developed or used as zoned?

There has not been evidence provided that would inhibit this site from being developed with a P-1 use, though demand for such a use in this location should also be considered.

4. Is the proposed zoning district (and potential land uses) compatible with surrounding uses?

The site is compatible with the neighboring RA-4 uses. In addition, if zoned RA-4, this site would be compatible with the neighboring B-1 parcel to the south, as the ordinance states that the intent of the B-1 District is to meet the day-to-day convenience shopping and service needs of persons residing in nearby residential areas.

5. Will the proposed zoning place a burden on nearby thoroughfares? If so, how would this burden compare with the existing zoning district?

As an undeveloped corner lot, a new curb cut may result in minor traffic conflicts. However, if developed as a P-1 use (parking lot), a curb cut would also be needed.

6. Is there other land currently available for this use?

With several listings on Zillow, there are other opportunities to construct single-family homes on vacant land in Farmington Hills. There is, however, limited land where the major thoroughfare option would be available.

7. Will development of the site under proposed zoning be able to meet zoning district requirements?

It appears that the site could be developed in accordance with the standards of the RA-4 district.

8. Is rezoning the best way to address the request or could the existing zoning district be amended to add the proposed use as a permitted or special land use?

A change to allow residential in the P-1 District would be inconsistent with the stated intent of the district, which is to accommodate off-street parking for those nonresidential uses which are not able to provide adequate space within their own district boundaries. The RA-4 district is one of two (with RA-3) where the major thoroughfare option is available.

9. Has there been a change in circumstances and conditions since adoption of the Master Plan that would support the proposed change?

Development in the immediate area has not changed in a substantial way since the adoption of the last master plan.

10. Would granting the request result in the creation of an unplanned spot zone? Spot zoning is the process of singling out a small parcel of land for a use classification totally different from that of the surrounding area, for the benefit of a single property owner and to the detriment of others (*Rogers v. Village of Tarrytown*, 96 N.E. 2d 731). Typically, to determine if a rezoning would constitute spot zoning a municipality would look to answer three questions.

- Is the rezoning request consistent with the Master Plan for the area?

The Master Plan for the area designates this land as Shopping Center Type Business, which is not consistent with the rezoning request. However, the Planning Commission may consider the parcel's proximity to adjacent lots proposed for Single-Family (Medium Density) residential.

- Is the proposed zoning district a logical extension of an existing zoning district in the area?

This rezoning is consistent with most surrounding zoning.

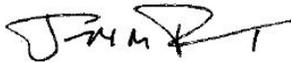
- Would approving the request grant a special benefit to a property owner or developer?

The rezoning would permit the use of the full property for residential use, consistent with the majority of residential properties in the area.

For reference, we have included the lists of permitted and special land uses in both districts at the end of this letter.

We look forward to discussing our review at the next Planning Commission meeting.

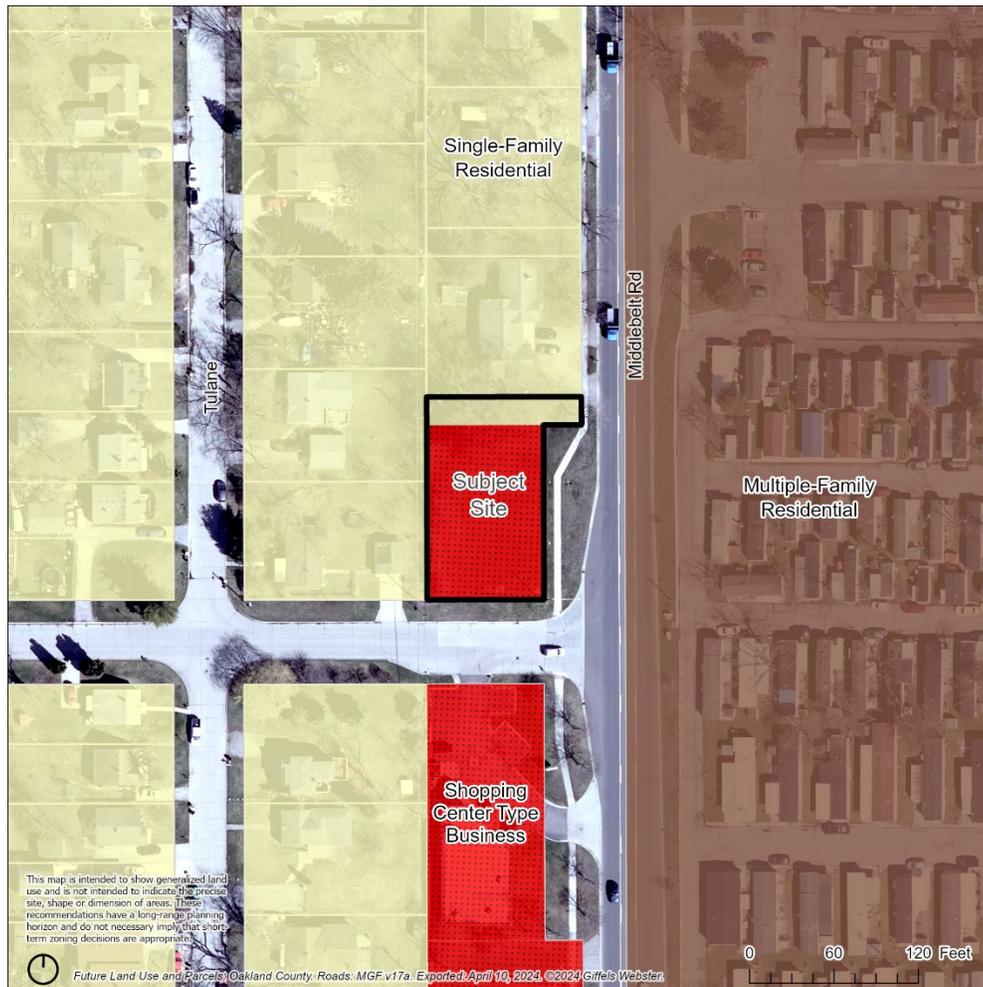
Sincerely,
Giffels Webster



Joe Tangari, AICP
Principal Planner



Julia Upfal, AICP
Senior Planner



Future Land Uses

RA-4 District Uses

Permitted Uses:

The following uses are permitted subject to the required conditions in Section 34-3.11

- i. Site-built, one-family detached dwelling units
- ii. Farms § 34-4.1
- iii. Neighborhood parks
- iv. Manufactured one-family detached dwelling units § 34-4.6
- v. The following uses are permitted subject to the special conditions in Section 34-3.6
 - a. Public, parochial or private elementary intermediate or secondary schools offering courses in general education § 34-4.2
 - b. Golf courses, not including driving ranges or miniature golf courses § 34-4.3
 - c. Churches § 34-4.4
 - d. Nursery schools, day nurseries, and day care centers § 34-4.5
 - e. Municipal buildings and uses not including any outdoor storage
 - f. Publicly owned and operated libraries, community wide parks and recreational facilities
 - g. Accessory buildings and uses customarily incidental to any principal permitted use.

Special Land Uses:

The following uses are permitted subject to the required conditions in Section 34-3.11

- i. Public utility buildings, telephone exchange buildings, electric transformer stations and substations, and gas regulator stations § 34-4.8
- ii. Private noncommercial recreational areas, institutional or community recreation centers, a nonprofit swimming pool club § 34-4.9
- iii. Colleges, universities and other such institutions of higher learning, public and private § 34-4.10

Accessory Uses:

- i. Electrical vehicle infrastructure § 34-4.55
- ii. Private swimming pools § 34-4.11
- iii. Private stables 34-4.12
- iv. Retail sale of farm goods § 34-4.13
- v. Commercial vehicles § 34-4.14
- vi. Home occupations § 34-4.15
- vii. State-licensed day care homes § 34-4.16

**MINUTES
CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
APRIL 18, 2024, 7:30 P.M.**

CALL MEETING TO ORDER

The Planning Commission Regular Meeting was called to order by Chair Trafelet at 7:30 p.m.

ROLL CALL

Commissioners present: Aspinall, Brickner, Mantey, Trafelet, Stimson, Varga, Ware

Commissioners Absent: Countegan, Grant

Others Present: City Planner Perdonik, Staff Planner Canty, Staff Engineer Alexander,
City Attorney Schultz, Planning Consultants Tangari and Upfal

APPROVAL OF THE AGENDA

MOTION by Brickner, support by Aspinall, to approve the agenda as submitted.

Motion passed unanimously by voice vote.

PUBLIC HEARING

REGULAR MEETING

Motion passed unanimously by voice vote.

A. REZONING REQUEST ZR 3-3-2024

LOCATION: West side of Middlebelt Road, just north of Astor Avenue
PARCEL I.D.: 22-23-26-480-046
PROPOSAL: Rezone one (1) parcel from P-1, Vehicular Parking to RA-4, One
 Family Residential zoning district
ACTION REQUESTED: Set for Public Hearing
APPLICANT: Rane Jappaya
OWNER: 22595 Middlebelt, LLC

Rane Jappaya, applicant, was present on behalf of this rezoning request. The site was currently zoned P-1 parking. They had owned this property for a number of years, and were asking to utilize the site for residential use.

Referencing the April 10, 2024 Giffels Webster memorandum, and noting that this request was to set the matter for public hearing, Planning Consultant Upfal gave the background and review for this rezoning application.

The subject property is split zoned, but is primarily zoned P-1 Vehicular Parking District, with only a small 20' x 110' area zoned RA-4 along the northern boundary. The applicant is requesting to rezone the entire lot to RA-4 to permit a residential duplex use. Duplexes are not listed as permitted uses in the P-1 Vehicular Parking District. A duplex may be constructed in the RA-4 District under the major

road frontage option outlined in Section 34-3.18.

Planning Consultant Upfal reviewed the Items To Consider For Zoning Map Amendment that were listed on pages 3-6 of the review memorandum. The rezoning would permit the use of the full property for residential use, consistent with the majority of residential properties in the area.

MOTION by Brickner, support by Varga, that Rezoning Request 3-3-2024, dated March 18th, 2024, submitted by Rane Jappaya, to rezone property located at Parcel Identification Number 22-23-26-480-046 Oakland County, Michigan, from P-1, Vehicular Parking to RA-4, One-Family Residential District, be set for public hearing for the Planning Commission's next available regular meeting agenda.

Commissioner Mantey said he would oppose this motion to protest any increase in residential density, including duplexes, in an area that has a high number of pedestrian accidents with automobiles. He did think the construction of duplexes across the street from the mobile home development was appropriate.

Motion passed 6-1 by voice vote (Mantey opposed).

APPROVAL OF MINUTES

**March 21, 2024, Special Meeting, and March 21, 2024
Regular Meeting**

MOTION by Varga, support by Brickner, to approve the March 21, 2024 Special Meeting minutes, and March 21, 2024 Regular Meeting minutes as submitted.

Motion carried unanimously by voice vote.

PUBLIC COMMENT

None.

COMMISSIONER/STAFF COMMENTS

ADJOURNMENT

Motion by Trafelet, support by Aspinall, to adjourn the meeting.

Motion carried unanimously by voice vote.

The meeting was adjourned at 9:33pm.

Respectfully Submitted,
Kristen Aspinall
Planning Commission Secretary

/cem

**MINUTES
CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
MAY 16, 2024, 7:30 P.M.**

CALL MEETING TO ORDER

The Planning Commission Regular Meeting was called to order by Chair Trafelet at 7:30 p.m.

ROLL CALL

Commissioners present: Aspinall, Countegan, Grant, Trafelet, Stimson, Varga, Ware
Commissioners Absent: Brickner, Mantey
Others Present: Staff Planner Canty, City Attorney Schultz, Planning Consultants
 Tangari and Upfal

APPROVAL OF THE AGENDA

MOTION by Grant, support by Aspinall, to amend and approve the agenda as follows:

- **Postpone Item 4.B. REZONING REQUEST ZR 4-3-2024 until the June, 2024 meeting.**

Motion passed unanimously by voice vote.

PUBLIC HEARING

A. REZONING REQUEST ZR 3-3-2024

LOCATION: West side of Middlebelt Road, just north of Astor Avenue
PARCEL I.D.: 22-23-26-480-046
PROPOSAL: Rezone one (1) parcel from P-1, Vehicular Parking to RA-4, One
 Family Residential zoning district
ACTION REQUESTED: Recommendation to City Council
APPLICANT: Rane Jappaya
OWNER: 22595 Middlebelt, LLC

Applicant presentation

Rane Jappaya, 22595 Middlebelt, LLC, was present on behalf of this request to rezone one parcel from P-1 Vehicular Parking to RA-4, One Family Residential zoning district on the west side of Middlebelt Road, just north of Astor Avenue.

Planners Review

Referencing the April 10, 2024 Giffels Webster memorandum, Planning Consultant Upfal gave the background and review for this request.

- The property in question is a little over a quarter acre. The majority of the property is zoned P-1 Vehicular Parking with a small portion zoned RA-4, One Family Residential. The property is located on the west side of Middlebelt Road, across from a mobile home park, surrounded by residential to the north and west, and with a convenience store to the south. The lot was currently unused.

- Duplexes are allowed in the RA-4 district, if the developer is using the major frontage option offered in the zoning ordinance.
- The Master Plan designated the site as a shopping center type business. The property to the south was a shopping center type business, and the properties to the north and west were designated as single family, which is consistent with RA-4 zoning, and the subject parcel is designated on the residential map as medium density.
- Portions of the site where only vehicular parking uses were permitted would accommodate single family and two-family residential uses; this would not have a considerable impact on public services or utilities.
- The wetlands map indicated there may be hydric soils on the site which should be reviewed prior to issuing of any permits.
- The applicant did not provide evidence that the site could not be developed as zoned, however the demand for vehicular parking lots with no principal use should be considered.
- The site is compatible with the neighboring RA-4 uses, and would be compatible with the B-1 parcel to the south if rezoned, as the ordinance stated that the intent of the B-1 district was to meet the day-to-day convenience shopping needs of the surrounding residential properties.
- As an undeveloped corner lot, there is the potential for a new curb cut.
- There is limited land along this thoroughfare where there is an option to construct a duplex in RA-4 zoning on a major thoroughfare.
- An amendment to current zoning would not accommodate single-family or duplex uses.
- Development in the immediate area had not changed substantially since the adoption of the Master Plan.
- Rezoning would not result in a spot zone.

In response to questions, Mr. Jappaya gave the following information:

- Mr. Jappaya believed the property was originally zoned P-1 by the previous owner to save money on taxes. Mr. Jappaya owned the residential property to the north, and Andy's Market to the south.
- Three single family homes or duplex structures could be constructed on the site if the rezoning is approved.
- The intent of the rezoning is to construct rental properties.

Chair Trafelet opened the public hearing.

As no public indicated they wished to speak on this matter, Chair Trafelet closed the public hearing and brought the matter back to the Commission.

MOTION by Stimson, support by Aspinall, to recommend to City Council that Rezoning Request ZR 3-3-2024, dated March 18, 2024, submitted by Rane Jappaya, to rezone property located at Parcel Identification Number 22-23-26-480-046 from P-1, Vehicular Parking District, to RA-4, One Family Residential Zoning District BE APPROVED.

Motion passed unanimously by voice vote.

PUBLIC COMMENT

Duke Orr noted that for 20 years Commissioner Mantey supported wetlands regulations and sidewalks, and progress had been made in those areas.

COMMISSIONER/STAFF COMMENTS

Commissioner Grant wished all mothers a belated Happy Mother's Day.

ADJOURNMENT

Motion by Grant, support by Ware, to adjourn the meeting.

Motion carried unanimously by voice vote.

The meeting was adjourned at 8:10pm.

Respectfully Submitted,
Kristen Aspinall
Planning Commission Secretary

/cem

**CITY OF FARMINGTON HILLS
CITY COUNCIL PUBLIC HEARING NOTICE**
www.fhgov.com

DATE: June 24, 2024
TIME: 7:30 P.M.
PLACE: Farmington Hills City Hall, City Council Chamber
31555 W. Eleven Mile Rd., Farmington Hills, MI 48336
ITEM: Rezoning Request ZR 3-3-2024

The City of Farmington Hills City Council shall formally consider Rezoning Request ZR 3-3-2024, dated March 18, 2024, submitted by Rane Jappaya, seeking approval of a rezoning (zoning map amendment) from P-1, Vehicular Parking District, to RA-4, One-Family Residential District.

The subject property is located at the northwest intersection of Middlebelt Road and Astor Street, and being more particularly described as: Parcel Identification Number: 22-23-26-480-046, City of Farmington Hills, Oakland County, Michigan.

Any interested person is invited to comment on the request in person at the scheduled hearing, or written comments may be submitted to the City of Farmington Hills Planning Office at 31555 W. Eleven Mile Road, Farmington Hills, Michigan 48336, or ckettler@fhgov.com, prior to the hearing. The application may be reviewed at the Planning Office between 8:30 a.m. and 4:30 p.m., Monday through Friday.

Charmaine Kettler-Schmult
Director of Planning and Community Development

Email: ckettler@fhgov.com
Phone: (248) 871-2540
Publish: June 8, 2024

Procedures for accommodations for persons with disabilities:

The City will be following its normal procedures for accommodation of persons with disabilities. Those individuals needing accommodations for effective participation in this meeting should contact the City Clerk at (248) 871-2410 at least two (2) working days in advance of the meeting. An attempt will be made to make reasonable accommodations.





Inter-Office Correspondence

DATE: June 24, 2024

TO: Gary Mekjian, City Manager

FROM: Charmaine Kettler-Schmult, Director of Planning and Community Development

SUBJECT: Amend Planned Unit Development (“PUD”) Plan 1, 2021, including Revised Site Plan 54-2-2021 – Comfort Care Senior Living PUD

Applicant: Farmington Hills Real Estate, LLC

Owner: Farmington Hills Real Estate, LLC

Sidwell: 22-23-15-201-270

Zoning: ES, Expressway Service District

Master Plan: Expressway Service

Location: 31525 Twelve Mile Road

Description:

The applicant has submitted for City Council consideration a proposed **amendment to PUD Plan 1, 2021, including Revised Site Plan 54-2-2021**, which seeks to permit the conversion of a hotel building into an independent living facility. The currently approved PUD permitted a conversion to an independent, assisted, and memory care facility.

Please see Giffels Webster’s review (**attached**) for a detailed review of the request.

Procedural Background:

- April 18, 2024 – Planning Commission unanimously passes motion setting application for public hearing (**minutes**)
- May 16, 2024 – Following a public hearing, Planning Commission unanimously passes motion recommending approval of application to City Council (**minutes**)

Summary of Zoning Deviations Sought:

Permit

- independent living use; and
- eighty-five (85) parking spaces to be provided where ninety-eight (98) spaces are required.

Potential Council Actions:

Suggested Resolution for APPROVAL:

Resolve that the application to amend PUD Plan 1, 2021, including Revised Site Plan 54-2-2021, dated March 25, 2024, is approved, subject to the following conditions:

- (1) Any conditions and requirements of the Planning Commission’s May 16, 2024, motion recommending approval of the PUD plan and Giffels Webster’s review shall be complied with or addressed to the satisfaction of the Planning and Community Development Department;*
- (2) Any conditions and requirements stated in the reviews of the City Engineer and City Fire Marshal shall be complied with or addressed to the satisfaction of the City Engineer and Fire Marshal;*
- (3) [Insert additional conditions if appropriate.]*

And further resolve that the City Attorney prepare the appropriate PUD agreement stipulating the final PUD approval conditions and authorizing the identified zoning deviations for City Council consideration and final approval.

Suggested Resolution for DENIAL:

*Resolve that the application to amend PUD Plan 1, 2021, including Revised Site Plan 54-2-2021, dated March 25, 2024, is denied, because it does not meet all provisions set forth in Section 34-3.20 of the Zoning Ordinance and the proposed development will adversely affect the public health, welfare, and safety for the following reasons: **[Indicate reasons the PUD does not meet the requirements of Section 34-3.20 and/or will have the adverse effect described above.]***

Department Authorization by: Charmaine Kettler-Schmult, Director of Planning and Community Development

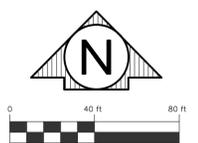
Prepared by: Erik Perdonik, AICP, City Planner

Attachments:

- **Draft Amended PUD Plan 1, 2021, including Revised Site Plan 54-2-2024**
- **Letter from applicant describing changes to PUD**
- **Letter from applicant describing proposed use**
- **Giffels Webster’s review**
- **Engineering Division review**
- **Fire Department review**
- **April 18, 2024, Planning Commission meeting minutes**
- **May 16, 2024, Planning Commission meeting minutes**
- **Public Notice**

SHOPPING CENTER
22-23-10-476-066
27839 ORCHARD LK RD
(ZONED: B4)

COMERICA BANK
22-23-10-476-043
31500 WEST TWELVE MILE ROAD
(ZONED: B3)



PLAN DATE: JULY 2022
PROJECT MGR: PTO
REVIEWER: REH
SCALE: 1"=40'

SITE INFORMATION

PROPERTY ADDRESS: 31525 TWELVE MILE ROAD FARMINGTON HILLS, MI 48334

APPLICANT: MANOR SENIOR LIVING LLC
ATTN: DOUGLAS BOEHM
4180 TITABAWASSEE ROAD
SAGINAW, MI 48604
P: 248-930-7875

PROPOSED UNITS: UNIT TYPE: INDEPENDENT LIVING
FIRST FLOOR - 23 UNITS TOTAL: 3 STUDIOS AND 20 ONE BED UNITS
SECOND FLOOR - 56 UNITS TOTAL: 20 STUDIOS AND 36 ONE BED UNITS
THIRD FLOOR - 52 UNITS TOTAL: 24 STUDIOS AND 28 ONE BED UNITS
BUILDING TOTAL: 131 INDEPENDENT LIVING UNITS

TOTAL SITE AREA: 4.95 ACRE

PARKING SUMMARY: EXISTING PARKING SPACES - 290 SPACES (INCLUDING 7 B.F. SPACES)
REQUIRED PARKING SPACES - 81 SPACES (INCLUDING 4 B.F. SPACES)
PROPOSED PARKING SPACES - 85 SPACES (INCLUDING 5 B.F. SPACES)

PARKING SPACE SIZE - 9 FEET WIDE, 20 FEET LONG
MINIMUM AISLE WIDTH = 20 FEET

PROJECT CONTACTS

ENGINEER/DESIGNER/PLANNER: ROWE PROFESSIONAL SERVICES COMPANY
ATTN: PAUL O'MEARA, P.E.
27280 HAGGERTY ROAD, SUITE C-2
FARMINGTON HILLS, MI 48331
P: 248-675-1096

ARCHITECT: SEIDELL ARCHITECTS
114 N. COURT AVE., STE. 201
POST OFFICE BOX 2189
GAYLORD, MICHIGAN 49734
P: 989-731-0372

SITE PLAN NOTES

- RELOCATED SIGNS LOCATED WITHIN ORCHARD LAKE ROAD RIGHT OF WAY TO BE COORDINATED WITH THE OAKLAND COUNTY ROAD COMMISSION AND MDOT.
- PROTECT ALL TREES AND SHRUBS NOT SCHEDULED FOR REMOVAL. DO NOT OPERATE EQUIPMENT, STORE, STOCKPILE, OR PARK WITHIN DRIP LINE OF PLANTS.
- THE CONTRACTOR WILL BE HELD RESPONSIBLE FOR DAMAGE TO ITEMS NOT SCHEDULED FOR REMOVAL. REPAIRS SHALL BE MADE AT THE CONTRACTOR'S OWN EXPENSE.
- PROTECT ALL STORM SEWER NOT DESIGNATED FOR REMOVAL. CONTRACTOR WILL BE RESPONSIBLE FOR ANY DAMAGE TO UTILITIES AND REPAIR ALL DAMAGE AT NO COST TO OWNER.
- ALL DISTURBED AREAS SHALL BE RESTORED WITH TURF PER WRS STANDARDS.
- CONTRACTOR TO REFER TO ARCHITECTURAL PACKAGES FOR ADDITIONAL SITE PLANS.
- CONTRACTOR TO COORDINATE STAGING AREAS WITH OWNER. STAGING AREAS TO BE RESTORED TO EXISTING QUALITY OR BETTER AT THE CONTRACTOR'S EXPENSE.
- THE CONTRACTOR SHALL MAINTAIN DRAINAGE OF THE PROJECT AREA AND ADJACENT AREAS. WHERE THE EXISTING FACILITIES ARE DISTURBED OR BLOCKED BY CONSTRUCTION, THE CONTRACTOR SHALL PROVIDE AND MAINTAIN TEMPORARY PROVISIONS FOR DRAINAGE.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING SIDEWALKS, PAVEMENTS AND CURB & GUTTER. ANY DAMAGE TO THESE ITEMS SHALL BE REPLACED AT NO COST TO THE OWNER.
- EXISTING CASTINGS FOR MANHOLES, CATCH BASINS, INLETS, VALVE BOXES, MONUMENT BOXES, ETC WITHIN THE LIMITS OF CONSTRUCTION ARE TO BE ADJUSTED TO MEET THE PROPOSED SURFACE.

RCOC NOTES:

- CALL INSPECTOR OR PERMIT SUPERVISOR BEFORE BEGINNING ANY WORK IN R.O.W.
- FULL DEPTH SAWCUT AND/OR MILL A BUTT JOINT, WITH A LOCATION/WIDTH AS DIRECTED BY RCOC INSPECTOR.
- 9" DEEP STRENGTH HMA SHALL CONSIST OF 2" MDOT 5E, OVER 3" MDOT 4E, OVER 4" MDOT 3E, OVER A SUITABLE BASE HMA SHALL BE PLACED IN 3 LIFTS.
- MATCH AND TIE THE PROPOSED CURB TO EXISTING CURB EPOXY COATED #4 BAR REQUIRED.
- MIN. DEPTH UNDER ROADBED IS FOUR FEET.
- WITHIN THE INFLUENCE OF THE ROADBED & SIDEWALK MDOT CLASS II, SAND, COMPACTED TO 95% MAX. UNIT DENSITY IS REQUIRED.
- RAMPS & SIDEWALKS MUST MEET ADA SPECIFICATIONS.
- KEEP ROADS CLEAN OF DIRT AND DEBRIS.
- HAND DIG AROUND ALL UTILITIES.

SIGN LEGEND

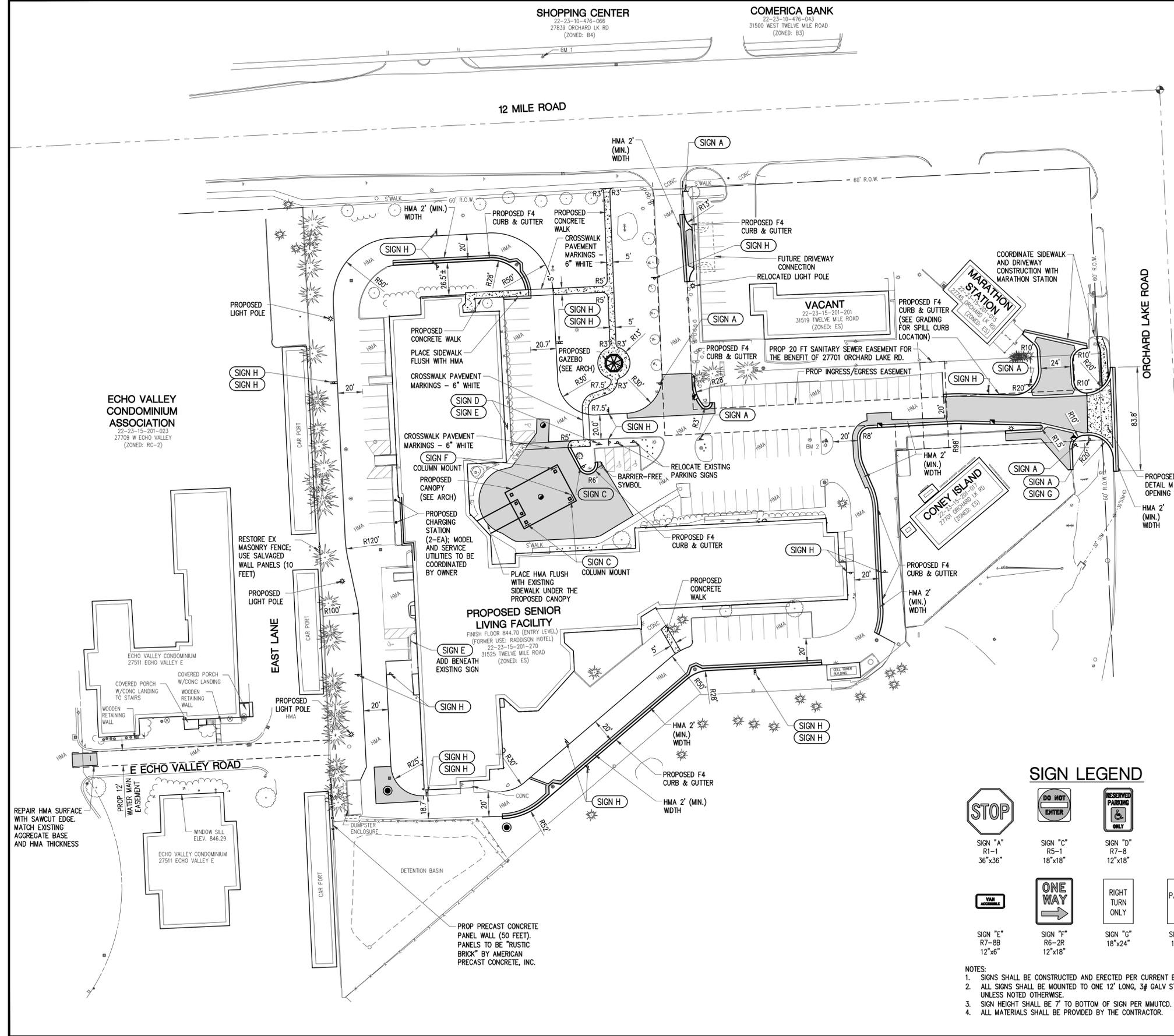
 SIGN "A" R1-1 36"x36"	 SIGN "C" R5-1 18"x18"	 SIGN "D" R7-8 12"x18"
 SIGN "E" R7-8B 12"x6"	 SIGN "F" R6-2R 12"x18"	 SIGN "G" R8-24 18"x24"
		 SIGN "H" R7-18 12"x18"

- NOTES:
- SIGNS SHALL BE CONSTRUCTED AND ERECTED PER CURRENT EDITION OF MMUTCD.
 - ALL SIGNS SHALL BE MOUNTED TO ONE 12' LONG, 3# GALV STEEL SIGN POST UNLESS NOTED OTHERWISE.
 - SIGN HEIGHT SHALL BE 7' TO BOTTOM OF SIGN PER MMUTCD.
 - ALL MATERIALS SHALL BE PROVIDED BY THE CONTRACTOR.



PLAN SUBMITTALS AND CHANGES	
DATE	DESCRIPTION
12-17-21	ISSUED FOR CITY REVIEW
03-21-22	REVISED FOR CITY REVIEW
5-6-22	REVISED FOR CITY REVIEW
6-16-22	REVISED FOR CITY REVIEW
3-22-24	REVISED UNIT TYPE AND COUNT

REV: _____
SHT# **C3.0**
JOB No: 20F0071



ROWE PROFESSIONAL SERVICES COMPANY

27280 Haggerty Road, Suite C-2
Farmington Hills, MI 48331

PREPARED FOR
MANOR SENIOR LIVING LLC
COMFORT CARE SENIOR LIVING P.U.D.
THE CITY OF FARMINGTON HILLS, MICHIGAN
SITE PLAN SHEET

STRUCTURE SYMBOLS

- ◻ EXISTING CATCH BASIN IN CURB LINE
- ◻ PROPOSED CATCH BASIN IN CURB LINE
- ◻ EXISTING CATCH BASIN IN GREEN SPACE
- ◻ PROPOSED CATCH BASIN IN GREEN SPACE
- EXISTING STORM MANHOLE
- PROPOSED STORM MANHOLE
- ▷ PROPOSED CULVERT END SECTION
-) EXISTING HEADWALL
-) PROPOSED HEADWALL
- EXISTING GATE VALVE AND BOX
- EXISTING WATER SHUT OFF (CURB BOX)
- PROPOSED GATE VALVE AND BOX
- EXISTING GATE VALVE AND WELL
- PROPOSED GATE VALVE AND WELL
- ✱ EXISTING SPRINKLER HEAD
- EXISTING WATER WELL
- ✱ EXISTING FIRE HYDRANT
- ✱ PROPOSED FIRE HYDRANT
- ✱ PROPOSED WATER MAIN FITTINGS
- EXISTING CLEAN OUT
- EXISTING SANITARY SEWER MANHOLE
- PROPOSED SANITARY SEWER MANHOLE
- ◻ EXISTING MONITORING WELL

EXISTING TOPOGRAPHICAL SYMBOLS

- † SIGN
- † STREET SIGN
- END OF PIPE
- △ SWAMP OR WETLAND
- DECIDUOUS TREE
- ☼ CONIFEROUS TREE
- ♦ TREE STUMP
- MAIL BOX
- ◻ SOIL BORING
- ROCK
- METAL POST
- BUMPER BLOCK

UTILITY SYMBOLS

- UTILITY POLE
- ▷ GUY ANCHOR CABLE
- * LIGHT POLE / ORNAMENTAL LIGHT
- ✱ POWER LIGHT POLE
- TELEPHONE MANHOLE
- ✱ UNDERGROUND GAS LINE MARKER
- GAS RISER
- GAS VENT
- GAS VALVE
- ⊕ RAILROAD SIGNAL
- * METAL LIGHT POLE
- OUTLET
- CIRCUIT BREAKER PANEL
- ⊠ ELECTRICAL TRANSFORMER PAD
- ⊠ ELECTRICAL TRANSFORMER RISER
- ◻ ELECTRIC METER
- TELEPHONE PEDESTAL / RISER
- TRAFFIC SIGNAL ON POLE
- PHONE BOOTH / PAY PHONE

SURVEY SYMBOLS

- MONUMENT
- ▲ BENCHMARK
- △ TRAVERSE POINT
- ⊕ SECTION CORNER
- FOUND SURVEY MONUMENTATION

MISCELLANEOUS SYMBOLS

- EX 1812 EXISTING STORM SEWER STRUCTURE NUMBER
- EX 5236 EXISTING SANITARY SEWER STRUCTURE NUMBER
- 1 PROPOSED STORM SEWER STRUCTURE NUMBER
- A PROPOSED SANITARY SEWER STRUCTURE NUMBER
- ~ FLOW DIRECTION
- ☼ EXISTING RIP-RAP
- ☼ PROPOSED RIP-RAP

CAUTION SYMBOLS

- CAUTION•• HAZARDOUS FLAMMABLE MATERIAL UNDERGROUND USED WITH UNDERGROUND GAS & ELECTRICAL LINES
- CAUTION•• FIBER OPTIC USED WITH FIBER OPTICS LINES

PLAN VIEW LINE TYPES

- 12" SW --- EXISTING STORM SEWER
- 12" CONC --- EXISTING CULVERT
- PROPOSED STORM SEWER LESS THAN 24"
- PROPOSED STORM SEWER 24" AND GREATER
- 12" SAN --- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER
- 12" WM --- EXISTING WATER MAIN
- PROPOSED WATER MAIN
- SECTION LINE
- 60' ROW --- EXISTING RIGHT OF WAY
- 60' ROW --- PROPOSED RIGHT OF WAY
- PROPOSED EASEMENT
- EXISTING CENTER LINE DITCH
- PROPOSED DITCH CENTERLINE
- EXISTING CENTER LINE ROADWAY
- PARCEL LINE / LOT LINE
- 0/11 --- EXISTING OVERHEAD UTILITIES
- U/G ELEC --- UNDERGROUND ELECTRICAL LINE
- 6" S-WP GAS --- GAS LINE OR PETROLEUM PIPELINE
- U/G TEL --- UNDERGROUND TELEPHONE LINE
- U/G CATV --- UNDERGROUND CABLE TV LINE
- U/G FIBER OPTIC --- UNDERGROUND FIBER OPTIC
- 11+00 --- PROJECT CONTROL LINE
- ~ ~ ~ TREE LINE
- ~ ~ ~ BRUSH LINE
- X --- X --- EXISTING FENCE
- X --- X --- PROPOSED FENCE
- EXISTING GUARD RAIL
- PROPOSED SLOPE STAKE LINE
- PROPOSED SILT FENCE

TOPOGRAPHY

- 510 --- EXISTING CONTOURS MAJOR
- 530 --- EXISTING CONTOURS MINOR
- 560 --- PROPOSED CONTOUR MAJOR
- 590 --- PROPOSED CONTOURS MINOR

PARCEL INFORMATION

401-069 PARCEL/TAX IDENTIFICATION NUMBER
 #5324 ADDRESS/BUSINESS NAME

PAVEMENT IDENTIFICATION

- ===== EXISTING CURB AND GUTTER
- ===== PROPOSED CURB AND GUTTER

HATCHING LEGEND

- [Dotted Hatch] PROPOSED HMA PAVING
- [Stippled Hatch] PROPOSED CONCRETE
- [Cross-hatch] REMOVE PAVEMENT
- [X-X-X-X] REMOVE CURB AND GUTTER

PROPOSED CALLOUTS

- | TOPO CALLOUTS | PLAN VIEW | |
|---------------|-----------|-------------------------------|
| [ADJ] | (ADJ) | ADJUST STRUCTURE |
| [ADJ-X] | (ADJ-X) | ADJUST STRUCTURE W/ NEW COVER |
| [ADJ-B/O] | (ADJ-B/O) | ADJUST STRUCTURE BY OTHERS |
| [REC] | (REC) | RECONSTRUCT STRUCTURE |
| [REL] | (REL) | RELOCATE |
| [REL-B/O] | (REL-B/O) | RELOCATE BY OTHERS |
| [R] | (R) | REMOVE |
| [R&R] | (R&R) | REMOVE AND REPLACE |
| [SALV] | (SALV) | SALVAGE |
| [SAVE] | (S) | SAVE |
| [ABN] | (A) | ABANDON |
| | (C) | CLEARING |
| | (B) | BULKHEAD |
| | (SR-F) | SIDEWALK RAMP TYPE |
| | (SO-2) | SOIL EROSION CONTROL MEASURE |



Know what's below.
Call before you dig.

PLAN SUBMITTALS AND CHANGES	
CONFORMANCE PLANS	
DATE	DESCRIPTION
N/A	ISSUED FOR BIDS
7-16-22	ISSUED FOR CONSTRUCTION

REV: _____
 SHT# C1.1
 JOB No: 20F0071



PLAN DATE: JULY 2022
 PROJECT MGR: PTO
 REVIEWER: REH
 SCALE: NO SCALE

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 Farmington Hills, MI 48331

PREPARED FOR
MANOR SENIOR LIVING LLC
COMFORT CARE SENIOR LIVING P.U.D.
 THE CITY OF FARMINGTON HILLS, MICHIGAN
 LEGEND SHEET

GENERAL CONSTRUCTION NOTES

EMERGENCY CONTACTS

BEFORE BEGINNING WORK ON THE PROJECT, THE CONTRACTOR SHALL PROVIDE THE OWNER WITH THE NAMES AND TELEPHONE NUMBERS OF EMERGENCY CONTACTS. AT LEAST ONE PERSON REPRESENTING THE CONTRACTOR SHALL BE AVAILABLE TO RESPOND TO EMERGENCIES THROUGHOUT THE LIFE OF THE PROJECT, 24 HOURS A DAY, 7 DAYS A WEEK.

UNDERGROUND UTILITY IDENTIFICATION AND LOCATION

THE CONTRACTOR SHALL CALL MISS DIG (1-800-482-7171 OR 811) A MINIMUM OF THREE WORK DAYS IN ADVANCE OF BEGINNING EXCAVATION. THE CONTRACTOR IS RESPONSIBLE TO IDENTIFY AND NOTIFY UTILITY AGENCIES WITHIN THE PROJECT AREA WHICH DO NOT PARTICIPATE IN THE MISS DIG NOTIFICATION PROGRAM.

PUBLIC UTILITIES

EXISTING UTILITIES ARE SHOWN BASED UPON RECORDS AND LOCATIONS PROVIDED BY UTILITY AGENCIES. THE INFORMATION SHOWN IS CONSIDERED APPROXIMATE AND SHALL BE VERIFIED BY THE CONTRACTOR. UNLESS THE PLANS SPECIFICALLY SHOW THAT EXISTING UTILITIES ARE TO BE MOVED, THE CONTRACTOR IS RESPONSIBLE TO PROTECT AND MAINTAIN EXISTING UTILITIES.

VERIFICATION OF UNDERGROUND UTILITIES

THE CONTRACTOR SHALL EXCAVATE AND LOCATE ALL EXISTING UTILITIES IN THE PROJECT AREA IN ADVANCE OF CONSTRUCTION TO VERIFY THEIR ACTUAL LOCATION. POTENTIAL CONFLICTS SHALL BE REPORTED TO THE OWNER. THE CONTRACTOR SHALL MAKE SUCH CHANGES TO GRADE AND ALIGNMENT OF PROPOSED WORK AS DIRECTED BY THE OWNER TO AVOID CONFLICTS, AT NO INCREASE IN COST TO THE OWNER.

UTILITY SERVICE

UNLESS SPECIFICALLY PROVIDED OTHERWISE IN THE CONTRACT DOCUMENTS, ALL EXISTING UTILITIES ARE TO REMAIN IN SERVICE DURING THE PROJECT.

PRIVATE IRRIGATION SYSTEMS

THE CONTRACTOR SHALL SAVE AND PROTECT THE EXISTING IRRIGATION SYSTEM DURING CONSTRUCTION. ANY DAMAGES WILL BE REPLACED AT THE CONTRACTOR'S EXPENSE.

MAINTAINING TRAFFIC

LOCAL AND EMERGENCY TRAFFIC SHALL BE MAINTAINED AT ALL TIMES WITHIN THE PROJECT AREA.

WHEN EXCAVATION, FRESH CONCRETE, OR OTHER CONSTRUCTION WORK WILL RESULT IN THE CLOSURE OF A STREET OR DRIVEWAY FOR A PERIOD OF TIME, THE CONTRACTOR IS RESPONSIBLE TO NOTIFY ALL AFFECTED RESIDENTS AND BUSINESSES 72 HOURS IN ADVANCE.

THE CONTRACTOR SHALL NOTIFY EMERGENCY RESPONSE AGENCIES 72 HOURS IN ADVANCE OF ROAD CLOSURES OR THE ESTABLISHMENT OF DETOURS.

TRAFFIC SIGNS

TRAFFIC SIGNS WHICH INTERFERE WITH CONSTRUCTION SHALL BE REMOVED AND REPLACED BY THE AGENCY HAVING JURISDICTION OVER THE STREETS OR ROADS IN THE PROJECT AREA. THE CONTRACTOR IS RESPONSIBLE TO CONTACT THE AGENCY TO ARRANGE FOR REMOVAL OF THE SIGN AND IS RESPONSIBLE TO PAY ANY FEES ASSOCIATED WITH THE REMOVAL AND REPLACEMENT OF THE SIGNS.

SCHEDULE

THE CONTRACTOR SHALL COMPLETE ALL WORK IN AN EXPEDITIOUS MANNER AND SHALL NOT STOP WORK ON THE PROJECT ONCE BEGUN.

ALIGNMENT & GRADING

ALIGNMENT AND GRADES FOR CURB AND GUTTER (INCLUDING THROUGH RAMPS AND DRIVEWAY OPENINGS) SHOWN ON THE PLANS ARE FOR THE TOP, BACK OF CURB, UNLESS SPECIFICALLY SHOWN OTHERWISE ON THE PLANS.

THE HORIZONTAL ALIGNMENT SHOWN ON THE DRAWINGS FOR DRAINAGE STRUCTURES LOCATED IN THE CURB LINE IS TO THE CENTER OF THE CASTING.

THE HORIZONTAL ALIGNMENT SHOWN ON THE DRAWINGS FOR DRAINAGE STRUCTURES WHICH ARE NOT IN THE CURB LINE AND FOR MANHOLES IS TO THE CENTER OF THE STRUCTURE.

WHERE RIM ELEVATIONS ARE PROVIDED ON THE PLANS FOR MANHOLE CASTINGS, THE ELEVATION PROVIDED IS FOR THE TOP OF THE CASTING.

WHERE RIM ELEVATIONS ARE PROVIDED FOR INLET TYPE CASTINGS, THE ELEVATIONS ARE PROVIDED AS FOLLOWS:

- * CURB INLETS - THE ELEVATION OF THE TOP OF CURB
- * ALL OTHER INLETS - THE ELEVATION OF THE FLOW LINE

WHERE RIM ELEVATIONS ARE PROVIDED ON THE PLANS FOR INLETS OR MANHOLE CASTINGS, THE ELEVATIONS PROVIDED ARE CONSIDERED PRELIMINARY. THE CONTRACTOR SHALL MAKE THE FINAL ADJUSTMENT FOLLOWING THE ESTABLISHMENT OF ACTUAL GRADING AND PAVEMENT ELEVATIONS.

CONSTRUCTION STAKING

WHEN CONSTRUCTION STAKING IS TO BE PROVIDED BY THE OWNER, THE CONTRACTOR SHALL REQUEST STAKING AT LEAST THREE WORKING DAYS IN ADVANCE.

WHEN CONSTRUCTION STAKING IS TO BE PROVIDED BY THE OWNER, STAKING WILL BE PROVIDED ONE TIME. THE CONTRACTOR SHALL PROTECT AND PRESERVE SURVEY CONTROL AND STAKING. RE-STAKING WILL BE AT THE CONTRACTOR'S EXPENSE.

SURVEY CORNERS, BENCHMARKS, AND CONTROL POINTS

THE CONTRACTOR SHALL PRESERVE ALL GOVERNMENT CORNERS, PROPERTY CORNERS, BENCHMARKS, SURVEY CONTROL POINTS AND OTHER SURVEY POINTS WITHIN THE PROJECT AREA. WHERE CORNERS, BENCHMARKS, OR SURVEY POINTS ARE ENCOUNTERED WHICH WILL BE DISTURBED BY THE CONTRACTOR'S ACTIVITIES, A LICENSED SURVEYOR SHALL WITNESS THE POINT BEFORE DISTURBANCE AND SHALL RE-SET THE POINT FOLLOWING THE COMPLETION OF CONSTRUCTION ACTIVITIES. THE CONTRACTOR SHALL PAY THE SURVEYOR TO WITNESS AND TO RE-SET THE POINTS.

PROTECTION OF TREES, SHRUBS, AND LANDSCAPING

ALL TREES, SHRUBS, AND LANDSCAPING WITHIN THE CONSTRUCTION AREA WHICH ARE NOT SPECIFICALLY DESIGNATED FOR REMOVAL SHALL BE PROTECTED FROM DAMAGE BY THE CONTRACTOR. DAMAGED TREES, SHRUBS, AND LANDSCAPING SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE.

CONSTRUCTION SIGNING AND BARRICADING

THE CONTRACTOR SHALL PROTECT HAZARDOUS AREAS WITH BARRICADES. BARRICADES LEFT IN PLACE AFTER SUNSET SHALL BE LIGHTED.

THE CONTRACTOR SHALL PROVIDE SUITABLE SANDBAGS OR OTHER SUITABLE MEASURES FOR ANCHORING OF TEMPORARY SIGNS AND BARRICADES, TO PREVENT THEIR TIPPING OR DISPLACEMENT BY WIND OR AIR FLOW FROM VEHICLES.

THE CONTRACTOR SHALL PROVIDE SIGNING, BARRICADES, TRAFFIC REGULATORS, CONES, AND OTHER TRAFFIC CONTROL DEVICES IN ACCORDANCE WITH THE REQUIREMENTS OF THE AGENCY HAVING JURISDICTION OVER STREETS OR ROADS IN THE PROJECT AREA, THE CURRENT MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES, AND THE PLANS AND SPECIFICATIONS.

THE CONTRACTOR SHALL COVER OR REMOVE TEMPORARY SIGNS DURING PERIODS WHEN THEY ARE NOT APPROPRIATE.

TURF ESTABLISHMENT

ALL DISTURBED AREAS WHICH ARE NOT TO BE SURFACED WITH PAVEMENT, AGGREGATE OR OTHER APPROVED SURFACES SHALL BE ESTABLISHED WITH TURF.

TURF AREAS SHALL BE GRADED TO PROVIDE POSITIVE DRAINAGE.

DISTURBED AREAS SHALL BE SURFACED WITH THREE INCHES OF SCREENED TOPSOIL.

THE CONTRACTOR IS RESPONSIBLE TO ESTABLISH TURF WHICH IS SUBSTANTIALLY FREE OF BARE SPOTS AND FREE OF WEEDS. THE GROUND SURFACE IN TURF AREAS SHALL BE SMOOTH AND PROVIDE A NATURAL TRANSITION TO ADJACENT, UNDISTURBED AREAS.

THE CONTRACTOR IS RESPONSIBLE TO PROVIDE WATERING, WEEDING, RESEEDING, AND REWORKING AS NECESSARY TO ESTABLISH TURF AREAS TO THE REQUIRED STANDARD.

ADA COMPLIANCE

ALL PROPOSED CONSTRUCTION SHALL COMPLY WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), AND APPLICABLE GUIDELINES OR STANDARDS. WHERE EXISTING CONDITIONS AND/OR THE REQUIREMENTS OF THE PLANS WILL RESULT IN FINISHED CONDITIONS THAT DO NOT MEET THE ADA REQUIREMENTS, GUIDELINES, OR STANDARDS, THE CONTRACTOR SHALL NOTIFY THE OWNER BEFORE PROCEEDING WITH CONSTRUCTION. THE CONTRACTOR IS RESPONSIBLE TO REMOVE AND REPLACE WORK DETERMINED TO BE NOT IN ACCORDANCE WITH APPLICABLE REQUIREMENTS, GUIDELINES, OR STANDARDS.

EARTHWORK

THE CONTRACTOR SHALL MAKE HIS OWN DETERMINATION OF THE EARTHWORK QUANTITIES, AND BASE HIS BID ON HIS DETERMINATION OF THE QUANTITIES OF WORK REQUIRED.

IF ADDITIONAL FILL MATERIAL MUST BE PROVIDED TO ATTAIN THE FINISH GRADES SHOWN ON THE PLANS, THE CONTRACTOR SHALL PROVIDE THE REQUIRED FILL MATERIAL, UNLESS A SPECIFIC BORROW AREA IS IDENTIFIED ON THE PLANS.

EXCESS SOILS RESULTING FROM EXCAVATION AND EARTHWORK SHALL BECOME THE CONTRACTOR'S PROPERTY AND DISPOSED OF PROPERLY, UNLESS AN AREA(S) HAS BEEN DESIGNATED FOR STOCKPILING OR "BLENDING IN" THE EXCESS MATERIAL WITHIN THE PROJECT LIMITS.

BACKFILL AND EMBANKMENT

BACKFILL OF AN EXCAVATION UNDER OR WITHIN THE ONE ON ONE INFLUENCE OF AN EXISTING OR PROPOSED ROAD, SIDEWALK, DRIVEWAY, PAVEMENT, OR AGGREGATE SURFACE, SHALL BE SAND, MEETING THE REQUIREMENTS OF GRANULAR MATERIAL CLASS II AS DESCRIBED IN THE CURRENT MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION. THE SAND BACKFILL SHALL BE COMPACTED TO AT LEAST 95% OF ITS MAXIMUM UNIT WEIGHT.

BACKFILL OF AN EXCAVATION WHICH IS NOT UNDER OR WITHIN THE ONE ON ONE INFLUENCE OF AN EXISTING OR PROPOSED ROAD, SIDEWALK, DRIVEWAY, PAVEMENT, OR AGGREGATE SURFACE MAY BE SUITABLE EXCAVATED MATERIAL OR OTHER SOIL, WHICH IS FREE OF ORGANIC MATTER, STONES AND ROCKS, ROOTS, BROKEN CONCRETE, FROZEN MATERIAL, OR DEBRIS. THE BACKFILL SHALL BE COMPACTED TO AT LEAST 90% OF ITS MAXIMUM UNIT WEIGHT.

THE CONTRACTOR SHALL INDICATE THE SOURCE OF SAND USED FOR BACKFILL TO THE OWNER, AND PROVIDE THE OWNER WITH THE RESULTS OF A GRADATION TEST PERFORMED ON A SAMPLE OF THE SAND. THE CONTRACTOR SHALL NOTIFY THE OWNER 72 HOURS IN ADVANCE OF USING SAND FROM OTHER SOURCES.

EMBANKMENT USED TO BUILD THE SUBGRADE TO REQUIRED ELEVATION SHALL BE SUITABLE SOIL EXCAVATED FROM THE PROJECT SITE, OR FURNISHED BY THE CONTRACTOR FROM OTHER SOURCES. SUITABLE SOIL IS FREE FROM ORGANIC MATTER, ROCKS AND STONES, FROZEN MATERIAL, BROKEN CONCRETE, AND DEBRIS.

EMBANKMENT CONSTRUCTED OF GRANULAR SOILS SHALL BE COMPACTED IN LIFTS NOT EXCEEDING 10 INCHES TO AT LEAST 95% OF ITS MAXIMUM UNIT WEIGHT.

EMBANKMENT CONSTRUCTED OF COHESIVE SOILS SHALL BE COMPACTED IN LIFTS NOT EXCEEDING 10 INCHES TO AT LEAST 95% OF ITS MAXIMUM UNIT WEIGHT.

DENSITY TESTING

THE MAXIMUM UNIT WEIGHT OF SAND AND OTHER GRANULAR SOILS WILL BE DETERMINED BY THE ONE POINT CONE TEST, AS DESCRIBED IN THE MICHIGAN DEPARTMENT OF TRANSPORTATION'S DENSITY TESTING AND INSPECTION MANUAL, EXCEPT WHEN ANOTHER TEST METHOD IS SPECIFIED.

THE MAXIMUM UNIT WEIGHT OF COHESIVE SOILS WILL BE DETERMINED BY THE ONE POINT PROCTOR TEST, AS DESCRIBED IN THE MICHIGAN DEPARTMENT OF TRANSPORTATION'S DENSITY TESTING AND INSPECTION MANUAL, EXCEPT WHEN ANOTHER TEST METHOD IS SPECIFIED.

WORK HOURS

UNLESS PROVIDED OTHERWISE IN THE CONTRACT DOCUMENTS OR LIMITED BY LOCAL ORDINANCE, THE CONTRACTOR SHALL WORK WITHIN OF THE FOLLOWING TIMES, UNLESS OTHERWISE APPROVED BY THE OWNER:
 MONDAY THROUGH FRIDAY 7 A.M. TO 7 P.M.
 SATURDAY 7 A.M. TO 7 P.M.

THE CONTRACTOR SHALL NOT WORK ON SUNDAYS OR HOLIDAYS, UNLESS OTHERWISE APPROVED BY THE OWNER.

DRAINAGE

THE CONTRACTOR SHALL MAINTAIN DRAINAGE OF THE PROJECT AREA AND ADJACENT AREAS. WHERE EXISTING DRAINAGE FACILITIES ARE DISTURBED OR BLOCKED BY CONSTRUCTION, THE CONTRACTOR SHALL PROVIDE AND MAINTAIN TEMPORARY PROVISIONS FOR DRAINAGE.

WHERE CONSTRUCTION HAS DISTURBED EXISTING DITCHES, SWALES, OR OTHER DRAINAGE FACILITIES, THE CONTRACTOR SHALL RESTORE THEM TO THEIR GRADES AND DIMENSIONS WHICH EXISTED PRIOR TO THE BEGINNING OF CONSTRUCTION, UNLESS DIRECTED OTHERWISE.

DRAINAGE SHALL NOT BE REROUTED ONTO ADJACENT PROPERTIES NOR ALLOWED TO DRAIN ONTO ADJACENT PROPERTIES AT AN INCREASED RATE, AS A RESULT OF THE CONTRACTOR'S WORK.

SITE PROJECTS

ADJUSTING STRUCTURES

WHERE CASTINGS FOR MANHOLES, CATCH BASINS, INLETS, VALVE BOXES, AND MONUMENT BOXES ARE TO BE ADJUSTED TO MEET A NEW PAVEMENT SURFACE ELEVATION, THE FINAL ADJUSTMENT SHALL NOT BE COMPLETED UNTIL ALL PAVEMENT COURSES HAVE BEEN PLACED EXCEPT THE FINAL COURSE. THE FINAL ADJUSTMENT SHALL BE COMPLETED JUST PRIOR TO PLACEMENT OF THE FINAL COURSE OF PAVEMENT.

THE MATERIALS AND PROCEDURES FOR ADJUSTING STRUCTURES SHALL MEET THE REQUIREMENTS OF THE CITY OF FARMINGTON HILLS.

SUBGRADE PREPARATION

TOPSOIL, PEAT, AND ORGANIC MATERIAL SHALL BE EXCAVATED AND REMOVED.

SOFT AND YIELDING SOILS SHALL BE REMOVED OR DRIED IF THE RESULT OF EXCESSIVE MOISTURE CONTENT.

PRIOR TO CONSTRUCTING FILLS, SUBBASE, OR PAVEMENT ON A SUBGRADE, THE SUBGRADE SHALL BE PROOF-ROLLED TO DETERMINE THE SUITABILITY OF THE SUBGRADE. THE CONTRACTOR SHALL DRIVE A HEAVY PIECE OF WHEELED CONSTRUCTION EQUIPMENT OVER THE SUBGRADE WHILE THE OWNER IS OBSERVING. THE CONSTRUCTION OF FILLS, SUBBASE, OR PAVEMENTS SHALL NOT PROCEED UNTIL THE SUBGRADE HAS BEEN DEMONSTRATED TO BE FREE OF SOFT AREAS.

THE CONTRACTOR IS RESPONSIBLE TO MAINTAIN THE MOISTURE CONTENT OF SUBGRADE SOILS WITHIN A SUITABLE RANGE TO ALLOW FOR COMPACTION TO THE REQUIRED DENSITY. WHEN THE SOIL IS TOO DRY, THE CONTRACTOR SHALL ADD WATER. WHEN THE SOIL IS TOO WET, THE CONTRACTOR SHALL PROVIDE DRAINAGE OR AERATE THE SOIL.

THE SURFACE OF THE SUBGRADE SHALL BE COMPACTED TO AT LEAST 95% OF ITS MAXIMUM UNIT WEIGHT, PRIOR TO CONSTRUCTING FILLS, SUBBASE, OR PAVEMENTS.

CURB AND GUTTERS

THE CONTRACTOR SHALL DETERMINE THE LOCATION AND DIMENSIONS OF CURB OPENINGS FOR DRIVEWAYS, RAMPS, AND DRAINAGE STRUCTURES.

HOT MIX ASPHALT (HMA) PAVING

PAVEMENTS WHICH ARE TO BE OVERLAD WITH A NEW PAVEMENT COURSE SHALL BE SWEEPED TO REMOVE ALL DIRT AND DEBRIS.

A BITUMINOUS BOND COAT SHALL BE APPLIED TO PAVEMENTS WHICH ARE TO BE OVERLAD WITH A NEW PAVEMENT COURSE AND ALLOWED TO CURE PRIOR TO CONSTRUCTING THE NEW PAVEMENT COURSE.

HMA PAVEMENT SHALL NOT BE PLACED WHEN THE SURFACE BEING OVERLAD IS WET, OR WHEN RAIN IS FORECAST OR THREATENING.

DRIVEWAY CONSTRUCTION

DRIVEWAY SLOPES SHALL NOT EXCEED 10%, EXCEPT WHERE SPECIFICALLY INDICATED OTHERWISE ON THE PLANS OR DIRECTED BY THE OWNER.

THE CONTRACTOR SHALL PROVIDE PROPERTY OWNERS WITH 72-HOUR NOTICE BEFORE REMOVING AND REPLACING AN EXISTING DRIVEWAY.

SIDEWALK CONSTRUCTION

SIDEWALKS SHALL BE CONSTRUCTED TO PROVIDE POSITIVE DRAINAGE OF THE SIDEWALK AND ADJACENT SURFACES.

EXCEPT WHERE NECESSARY TO PROVIDE POSITIVE DRAINAGE OR MEET EXISTING SURFACES, SIDEWALK SHALL BE CONSTRUCTED WITH A CROSS SLOPE SLOPED TOWARD THE STREET.

SIDEWALK CROSS SLOPES SHALL NOT EXCEED 2%.

IN TURF AREAS, THE SURFACE OF THE SIDEWALK SHALL BE ABOUT 1/4 INCH HIGHER THAN THE ADJACENT GROUND SURFACES, EXCEPT WHERE NECESSARY TO PROVIDE POSITIVE DRAINAGE OR MEET EXISTING SIDEWALKS, CURBS, OR PAVEMENTS.

SIDEWALK SHALL BE CONSTRUCTED ON A SAND BASE, COMPACTED TO AT LEAST 95% OF ITS MAXIMUM UNIT WEIGHT.

THE CONTRACTOR SHALL NOTIFY THE OWNER WHEN SIDEWALK FORMS HAVE BEEN SET AND THE SAND BASE PREPARED. CONCRETE SHALL NOT BE PLACED UNTIL THE OWNER HAS OBSERVED THE FORMS. CONCRETE DELIVERY SHALL BE SCHEDULED TO ALLOW SUFFICIENT TIME FOR ADJUSTMENT OF THE FORMS, IN THE EVENT THAT ADJUSTMENT IS NECESSARY.

THE CONTRACTOR SHALL PROTECT FRESH CONCRETE FROM DAMAGE BY THE WEATHER, TRAFFIC, OR VANDALISM. DAMAGED CONCRETE SHALL BE REPLACED BY THE CONTRACTOR'S EXPENSE.

WATER MAIN CONSTRUCTION NOTES

SEE DETAIL SHEETS C1.6-C1.10 FOR OAKLAND COUNTY WATER RESOURCE COMMISSIONER WATER MAIN DETAILS AND NOTES.

STORM SEWER CONSTRUCTION NOTES

SEE DETAIL SHEET C1.11 FOR OAKLAND COUNTY WATER RESOURCE COMMISSIONER STORM DETAILS AND NOTES.



PLAN DATE: JULY 2022
 PROJECT NGR: PTO
 REVIEWER: REH
 SCALE: NO SCALE

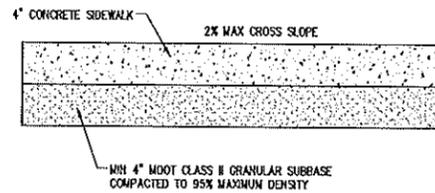
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 NOTE SHEET



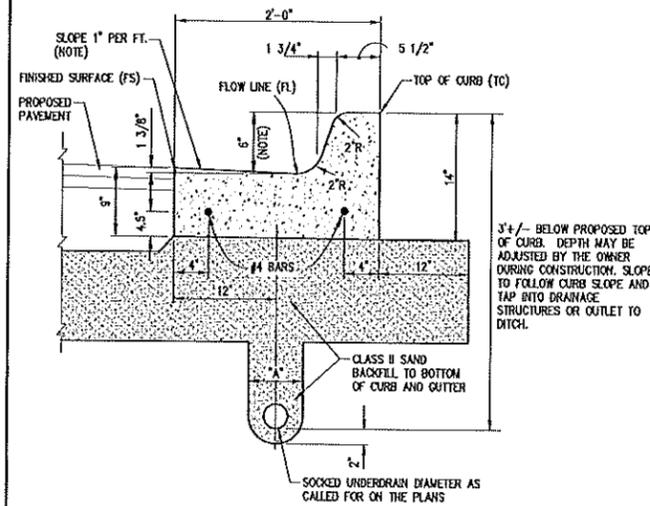
PLAN SUBMITTALS AND CHANGES	
CONFORMANCE PLANS	
DATE	DESCRIPTION
N/A	ISSUED FOR BIDS
7-16-22	ISSUED FOR CONSTRUCTION

REV: _____
 SHT# **C1.2**
 JOB No: 20F0071



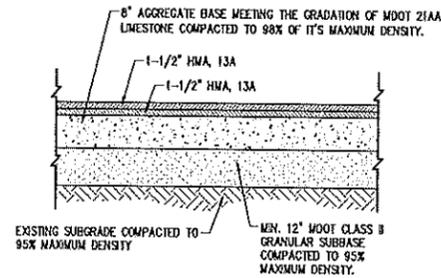
- NOTES:
- CONTRACTOR SHALL PLACE 6" NON-REINFORCED CONCRETE SIDEWALK THROUGH OR ADJACENT TO COMMERCIAL DRIVEWAYS
 - SEAL ALL EXPANSION JOINTS, BUILDING TO SIDEWALK JOINTS, SIDEWALK TO BRICK JOINTS, AND CURB TO BRICK JOINTS WITH SELF-LEVELING POLYURETHANE JOINT SEALANT (GRAY) OR EQUAL

SIDEWALK DETAIL
NOT TO SCALE



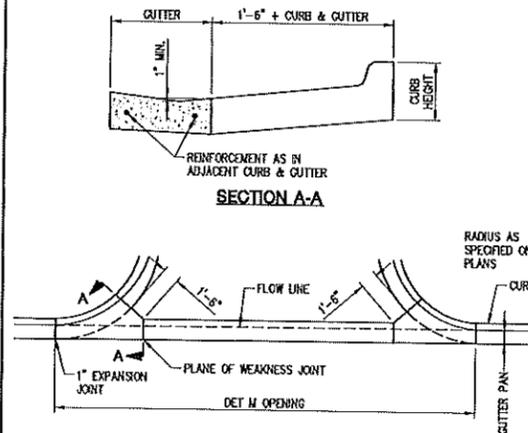
- NOTES:
- REDUCE HEIGHT TO 1/2' FOR LOW BACK CURB (RD OR DD)
 - REDUCE SLOPE TO 1:20 FOR LOW BACK SLOPE.
 - CURB AND GUTTER TO BE PLACED ON A MIN OF 12" MDOT CLASS II GRANULAR SUBBASE COMPACTED TO 95% MAXIMUM DENSITY

CURB AND GUTTER DETAIL
NOT TO SCALE

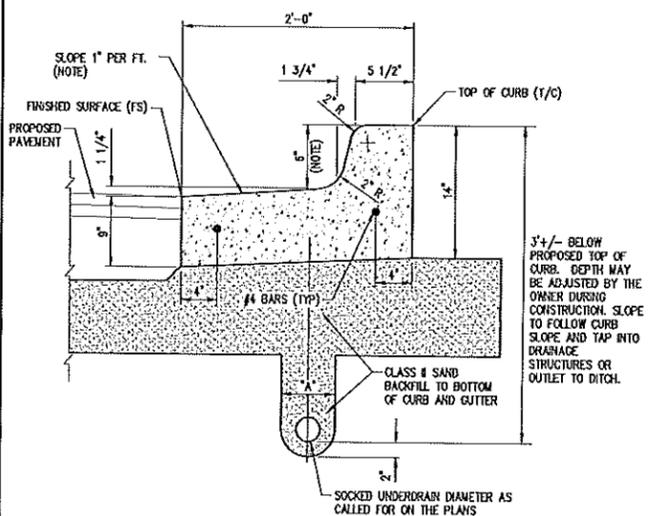


HMA APPLICATION CHART				
IDENT NO	ITEM/HMA PAVEMENT	RATE OF APPLICATION	PERFORMANCE GRADE	COMMENTS
13A-T	HMA, 13A	1.5"	58-28	TOP COURSE (AW-220 MINIMUM)
13A-L	HMA, 13A	1.5"	58-28	LEVELING COURSE
HP	HMA, 13A	VARIES	58-28	HAND PATCHING FOR ROADWAY REPLACEMENT. MATCH EX ROADWAY THICKNESS (MAX LIFT 2 INCHES)
-	HMA BOND COAT	0.05-0.15 GAL	-	FOR INFORMATION ONLY

HMA PAVEMENT CROSS SECTION
NOT TO SCALE



DETAIL M OPENING
NOT TO SCALE

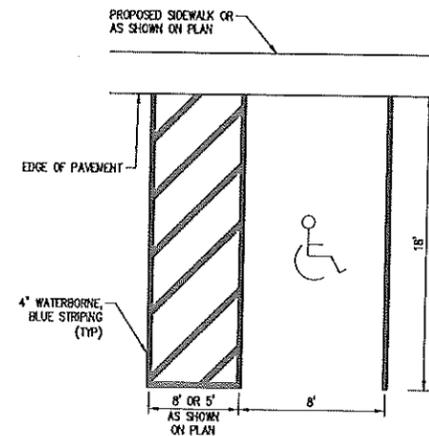


- NOTES:
- REDUCE HEIGHT TO 1/2' FOR LOW BACK CURB (RD OR DD)
 - REDUCE SLOPE TO 1:20 FOR LOW BACK SLOPE.
 - CURB AND GUTTER TO BE PLACED ON A MIN OF 12" MDOT CLASS II GRANULAR SUBBASE COMPACTED TO 95% MAXIMUM DENSITY

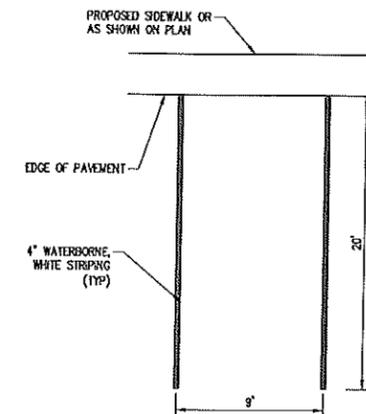
SPILL CURB DETAIL
NOT TO SCALE



- NOTE:
- ALL SIGNS SHALL BE PROVIDED AND INSTALLED ACCORDING TO THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES, LATEST EDITION.
 - ALL BARRIER FREE PARKING SIGNS SHALL BE MOUNTED ON 3 LB STEEL POST WITH 6" CLEARANCE TO GROUND SURFACE.



BARRIER FREE PARKING SIGNAGE AND PAVEMENT MARKINGS
NOT TO SCALE



STANDARD PARKING SPACE LAYOUT (FOR REFERENCE ONLY)
NOT TO SCALE



Know what's below.
Call before you dig.

PLAN SUBMITTALS AND CHANGES	
CONFORMANCE PLANS	
DATE	DESCRIPTION
N/A	ISSUED FOR BIDS
7-16-22	ISSUED FOR CONSTRUCTION

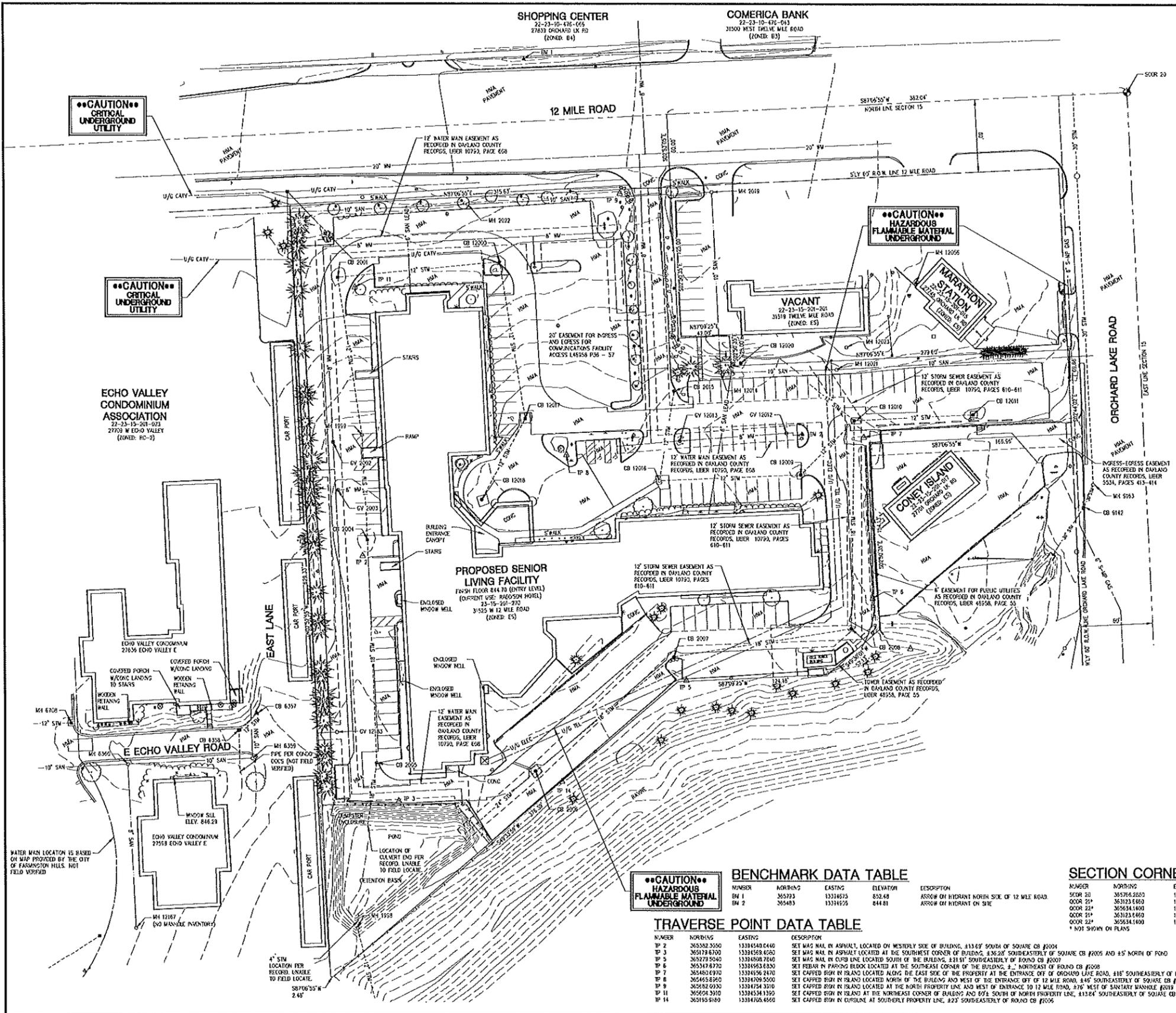


PLAN DATE: JULY 2022
PROJECT MGR: PTO
REVIEWER: REH
SCALE: NO SCALE

ROWE PROFESSIONAL SERVICES COMPANY
O: (248) 675-1096
F: (800) 974-1704
www.rowepsc.com
27280 Haggerty Road, Suite C-2
Farmington Hills, MI 48331

PREPARED FOR
MANOR SENIOR LIVING LLC
COMFORT CARE SENIOR LIVING P.U.D.
THE CITY OF FARMINGTON HILLS, MICHIGAN
MISCELLANEOUS DETAIL SHEET

REVISIONS:
SHT# **C1.3**
JOB No: 20F0071



STORM MANHOLE INVENTORY

MH 12023 RN= 845.51 10" CONC W INV=838.11 UD INV=842.01	CB 2004 RN= 841.61 12" CONC W INV=836.61 10" CONC S INV=832.21	CB 12009 RN= 841.68 12" CONC NE INV=837.08 10" CONC W INV=837.48	CB 12018 RN= 842.30 12" CONC NE INV=839.50 UD W INV=840.50
MH 1922 RN= 838.56 12" CONC S INV=829.21	CB 2005 RN= 842.58 10" CONC W INV=834.58 10" CONC S INV=830.18	CB 12010 RN= 841.70 10" CONC S INV=833.07 10" CONC W INV=838.44	CB 12020 RN= 844.28 12" CONC NE INV=838.44 12" CONC E INV=838.34
MH 1929 RN= 845.17 12" CONC W INV=836.32 12" CONC S INV=833.32	CB 2006 RN= 841.82 12" CONC SW INV=831.82 12" CONC NE INV=831.22 UD NW INV=847.30 UD SLY INV=847.30	CB 2015 RN= 841.69 12" CONC SW INV=841.24 12" CONC W INV=842.37	CB 12011 RN= 833.65 12" CONC W INV=837.26 CB 6355 RN= 842.27 12" CONC NE INV= 837.62 SOUTH OF SWP= 835.47
CB 12003 RN= 849.57 12" CONC S INV=838.92 12" CONC W INV=838.67 UD WLY INV=847.30 UD SLY INV=847.30	CB 2007 RN= 842.12 10" CONC E INV=832.02 10" CONC SW INV=831.62 12" CONC W INV=841.24	CB 12016 RN= 842.59 10" CONC E INV=838.59 12" CONC NE INV=838.69 UD INV=842.0	CB 6355 RN= 842.27 12" CONC NE INV= 837.62 SOUTH OF SWP= 835.47 CB 6303 RN= 845.63 12" CONC W INV= 842.37
CB 2001 RN= 849.65 12" CONC E INV=838.50 12" CONC S INV=838.25 UD E INV=847.15 UD SW INV=847.15	CB 2008 RN= 840.92 10" CONC W INV=831.07 10" CONC E INV=832.82 UD N INV=837.52	CB 12017 RN= 843.73 12" CONC SW INV=839.13 12" CONC W INV=831.47 UD INV=840.73	MH 5163 RN= 837.02 30" CONC W INV=831.47 30" CONC SW INV=831.47

SANITARY MANHOLE INVENTORY

SAN MH 12014 RN= 846.31 10" CONC W INV=831.51 10" CONC E INV=831.41	SAN MH 2002 RN= 851.37 10" CONC E INV=833.27 10" CONC W INV=833.32	GATE VALVE 2002 RN= 845.30
SAN MH 2018 RN= 848.64 10" CONC S INV=832.54 10" CONC W INV=832.54	SAN MH 6359 RN= 843.07 10" CONC W INV= 835.67 10" CONC E INV= 835.57	GATE VALVE 2003 RN= 844.74
SAN MH 12021 RN= 843.76 10" CONC E INV=830.73 10" CONC S INV=830.82 FLOWS EAST	SAN MH 6360 RN= 845.12 10" CONC W INV= 836.32 8" CONC S INV= 836.42 10" CONC E INV= 835.22	GATE VALVE 12013 RN= 844.52

WATER MANHOLE INVENTORY

GATE VALVE 2002 RN= 845.30	GATE VALVE 2003 RN= 844.74	GATE VALVE 12012 RN= 842.03
GATE VALVE 12013 RN= 844.52	GATE VALVE 12018 RN= 843.73	

LEGAL DESCRIPTION

3155 W 12 MILE ROAD
PN 23-15-201-270

LEGAL DESCRIPTION
A PARCEL OF LAND IN THE NORTHEAST 1/4 OF SECTION 15, T14N, R3E, FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 15; THENCE S87°05'55" W 352.04 FEET ALONG THE NORTH LINE OF SAID SECTION 15; THENCE S02°23'05" E 60.00 FEET FOR A POINT OF BEGINNING; THENCE S02°50'55" E 125.00 FEET; THENCE N10°09'20" E 42.00 FEET; THENCE S02°50'55" E 25.00 FEET; THENCE N87°05'55" E 278.60 FEET TO THE WEST POINT OF WAY LINE OF ORCHARD LAKE ROAD; THENCE S02°24'02" E 68.65 FEET ALONG SAID POINT OF WAY; THENCE S87°05'55" W 169.56 FEET; THENCE S02°50'55" E 154.13 FEET TO THE NORTHERLY POINT OF WAY LINE OF I-696; THENCE ALONG SAID POINT OF WAY THE FOLLOWING FOUR COURSES: S49°30'00" W 52.13 FEET, S 87°05'55" W 124.18 FEET, S 87°05'55" W 116.59 FEET AND S87°05'55" W 2.48 FEET; THENCE N02°32'55" E 69.33 FEET TO THE SOUTH POINT OF WAY OF 12 MILE ROAD; THENCE N10°09'20" E 315.63 FEET ALONG SAID POINT OF WAY TO THE POINT OF BEGINNING, CONTAINING 4.51 ACRES.

PROJECT CONTACTS

ENGINEER/DESIGNER/PLANNER: ROWE PROFESSIONAL SERVICES COMPANY
 ATTN: PAUL O'NEARA, P.E.
 27280 HAGGERTY ROAD, SUITE C-2
 FARMINGTON HILLS, MI 48331
 P: 248-675-1096

ARCHITECT: SEIDELL ARCHITECTS
 114 N. COURT AVE., STE. 201
 POST OFFICE BOX 2189
 GAYLORD, MICHIGAN 49734
 P: 989-731-0372

BENCHMARK DATA TABLE

NUMBER	NORTHING	EASTING	ELEVATION	DESCRIPTION
BM 1	365793	13334675	852.48	ARROW ON HYDRANT NORTH SIDE OF 12 MILE ROAD
BM 2	365483	13334425	844.81	ARROW ON HYDRANT ON SITE

SECTION CORNER DATA TABLE

NUMBER	NORTHING	EASTING	DESCRIPTION
SCOR 20	365786.6283	13335815.0250	SECTION CORNER
OCOR 21*	365823.6160	13315359.2150	1/4 CORNER
OCOR 22*	365634.1160	13325532.4220	1/4 CORNER
OCOR 21*	365823.6160	13315359.2150	1/4 CORNER
OCOR 22*	365634.1160	13325532.4220	1/4 CORNER

* NOT SHOWN ON PLANS

SURVEY NOTES

BASIS OF BEARING:
 MICHIGAN STATE PLANE COORDINATE SYSTEM
 SOUTH ZONE NAD83 2011 INTERNATIONAL FEET VSS NETWORK SOLUTION

PLANS OF ELEVATION:
 NORTH AMERICAN VERTICAL DATUM OF 1988, GEOID 128, MICHIGAN
 SPATIAL REFERENCE NETWORK, VSS NETWORK SOLUTION ORIGINAL SITE

TRAVERSE POINT DATA TABLE

NUMBER	NORTHING	EASTING	DESCRIPTION
TP 2	365582.5550	13334540.0440	SET MARK NAIL IN ASPHALT, LOCATED ON WESTERLY SIDE OF BUILDING, 113.67' SOUTH OF SQUARE CB #2004
TP 3	365719.6700	13334569.4280	SET MARK NAIL IN ASPHALT LOCATED AT THE SOUTHWEST CORNER OF BUILDING, 336.26' SOUTHEASTERLY OF SQUARE CB #2005 AND 45' NORTH OF POND
TP 5	365378.9540	13334508.7640	SET MARK NAIL IN CURB LINE LOCATED SOUTH OF THE BUILDING, 421.61' SOUTHEASTERLY OF ROUND CB #2007
TP 6	365317.6770	13334563.6830	SET REBAR IN PARKING BLOCK LOCATED AT THE SOUTHEAST CORNER OF THE BUILDING, 4.1' NORTHEAST OF ROUND CB #2008
TP 7	365483.6970	13334586.2470	SET CAPPED IRON IN ISLAND LOCATED ALONG THE EAST SIDE OF THE PROPERTY AT THE ENTRANCE OFF OF ORCHARD LAKE ROAD, 416' SOUTHEASTERLY OF ROUND CB #2010
TP 8	365445.6200	13334705.5500	SET CAPPED IRON IN ISLAND LOCATED NORTH OF THE BUILDING AND WEST OF THE ENTRANCE OFF OF 12 MILE ROAD, 445' SOUTHEASTERLY OF SQUARE CB #2017
TP 9	365682.6930	13334754.3510	SET CAPPED IRON IN ISLAND LOCATED AT THE NORTH PROPERTY LINE AND WEST OF ENTRANCE TO 12 MILE ROAD, 476' WEST OF SANITARY MANHOLE #2019
TP 11	365604.3910	13334534.1350	SET CAPPED IRON IN ISLAND AT THE NORTHEAST CORNER OF BUILDING AND 876' SOUTH OF NORTH PROPERTY LINE, 413.84' SOUTHEASTERLY OF SQUARE CB #2011
TP 14	365195.9169	13334705.4650	SET CAPPED IRON IN CURBLINE AT SOUTHERLY PROPERTY LINE, 223' SOUTHEASTERLY OF ROUND CB #2006

PLAN SUBMITTALS AND CHANGES

CONFORMANCE PLANS	
DATE	DESCRIPTION
N/A	ISSUED FOR BIDS
7-16-22	ISSUED FOR CONSTRUCTION



PLAN DATE: JULY 2022
 PROJECT MGR: PTO
 REVIEWER: REH
 SCALE: 1"=40'

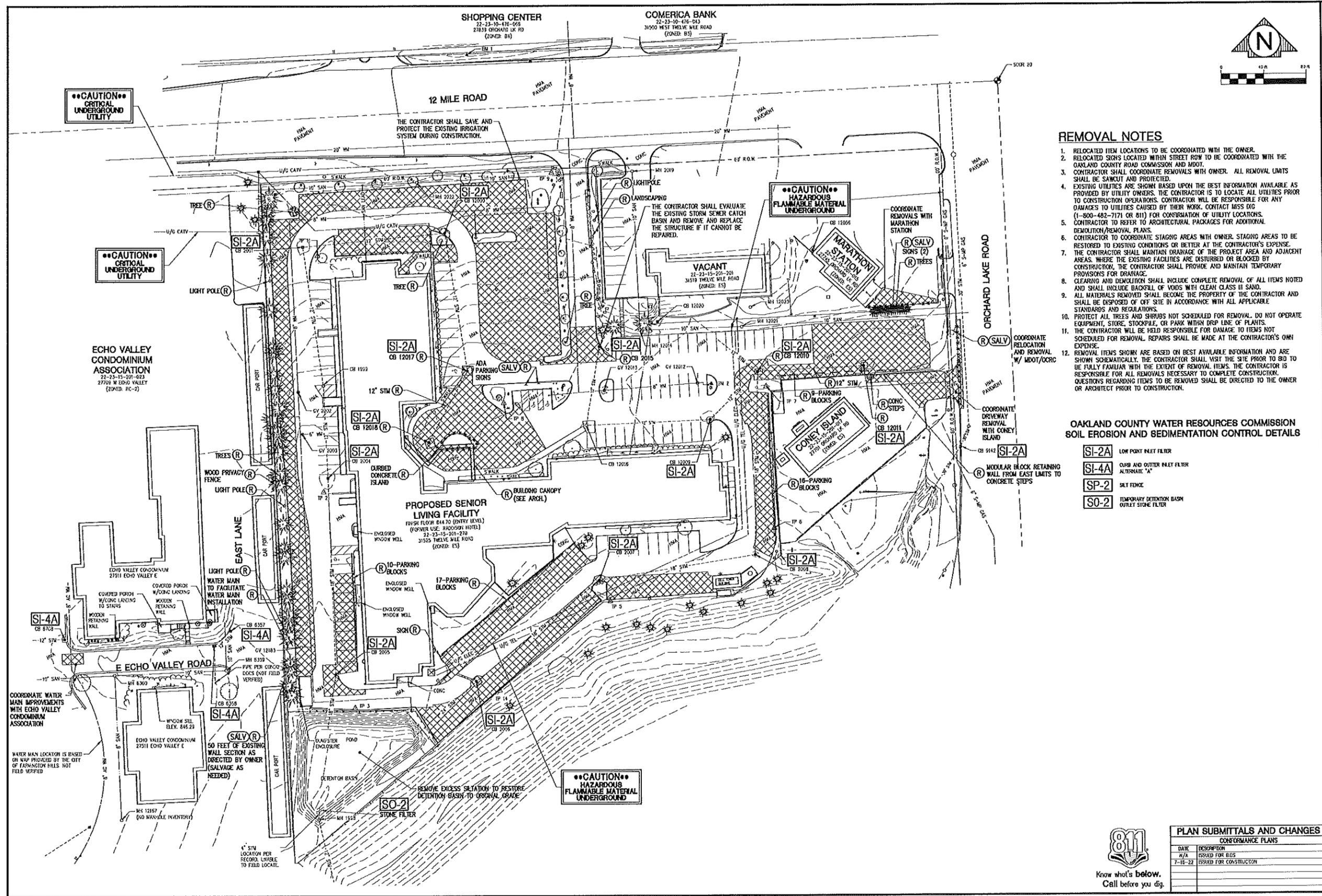
ROWE PROFESSIONAL SERVICES COMPANY
 C: (248) 675-1096
 F: (800) 974-1704
 www.rowepsc.com



PREPARED FOR
MANOR SENIOR LIVING LLC
COMFORT CARE SENIOR LIVING P.U.D.
 THE CITY OF FARMINGTON HILLS, MICHIGAN
 EXISTING CONDITIONS SHEET

REV: _____
 SHT# **C2.0**
 JOB No: 20F0071





PLAN DATE: JULY 2022
 PROJECT MGR: PTO
 REVIEWER: REH
 SCALE: 1"=40'

ROWE PROFESSIONAL SERVICES COMPANY
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 Farmington Hills, MI 48331

PREPARED FOR
MANOR SENIOR LIVING LLC
COMFORT CARE SENIOR LIVING P.U.D.
 THE CITY OF FARMINGTON HILLS, MICHIGAN
 DEMOLITION PLAN SHEET

REMOVAL NOTES

1. RELOCATED ITEM LOCATIONS TO BE COORDINATED WITH THE OWNER.
2. RELOCATED SIGNS LOCATED WITHIN STREET ROW TO BE COORDINATED WITH THE OAKLAND COUNTY ROAD COMMISSION AND MDOT.
3. CONTRACTOR SHALL COORDINATE REMOVALS WITH OWNER. ALL REMOVAL LIMITS SHALL BE SAWCUT AND PROTECTED.
4. EXISTING UTILITIES ARE SHOWN BASED UPON THE BEST INFORMATION AVAILABLE AS PROVIDED BY UTILITY OWNERS. THE CONTRACTOR IS TO LOCATE ALL UTILITIES PRIOR TO CONSTRUCTION OPERATIONS. CONTRACTOR WILL BE RESPONSIBLE FOR ANY DAMAGES TO UTILITIES CAUSED BY THEIR WORK. CONTACT MISS DIG (1-800-482-7171 OR 811) FOR CORRECTION OF UTILITY LOCATIONS.
5. CONTRACTOR TO REFER TO ARCHITECTURAL PACKAGES FOR ADDITIONAL DEMOLITION/REMOVAL PLANS.
6. CONTRACTOR TO COORDINATE STAGING AREAS WITH OWNER. STAGING AREAS TO BE RESTORED TO EXISTING CONDITIONS OR BETTER AT THE CONTRACTOR'S EXPENSE.
7. THE CONTRACTOR SHALL MAINTAIN DRAINAGE OF THE PROJECT AREA AND ADJACENT AREAS. WHERE THE EXISTING FACILITIES ARE DISTURBED OR BLOCKED BY CONSTRUCTION, THE CONTRACTOR SHALL PROVIDE AND MAINTAIN TEMPORARY PROVISIONS FOR DRAINAGE.
8. CLEARING AND DEMOLITION SHALL INCLUDE COMPLETE REMOVAL OF ALL ITEMS NOTED AND SHALL INCLUDE BACKFILL OF VOIDS WITH CLEAN CLASS II SAND.
9. ALL MATERIALS REMOVED SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF OFF SITE IN ACCORDANCE WITH ALL APPLICABLE STANDARDS AND REGULATIONS.
10. PROTECT ALL TREES AND SHRUBS NOT SCHEDULED FOR REMOVAL. DO NOT OPERATE EQUIPMENT, STORE, STOCKPILE, OR PARK WITHIN DRP LINE OF PLANTS.
11. THE CONTRACTOR WILL BE HELD RESPONSIBLE FOR DAMAGE TO ITEMS NOT SCHEDULED FOR REMOVAL. REPAIRS SHALL BE MADE AT THE CONTRACTOR'S OWN EXPENSE.
12. REMOVAL ITEMS SHOWN ARE BASED ON BEST AVAILABLE INFORMATION AND ARE SHOWN SCHEMATICALLY. THE CONTRACTOR SHALL VISIT THE SITE PRIOR TO BID TO BE FULLY FAMILIAR WITH THE EXTENT OF REMOVAL ITEMS. THE CONTRACTOR IS RESPONSIBLE FOR ALL REMOVALS NECESSARY TO COMPLETE CONSTRUCTION. QUESTIONS REGARDING ITEMS TO BE REMOVED SHALL BE DIRECTED TO THE OWNER OR ARCHITECT PRIOR TO CONSTRUCTION.

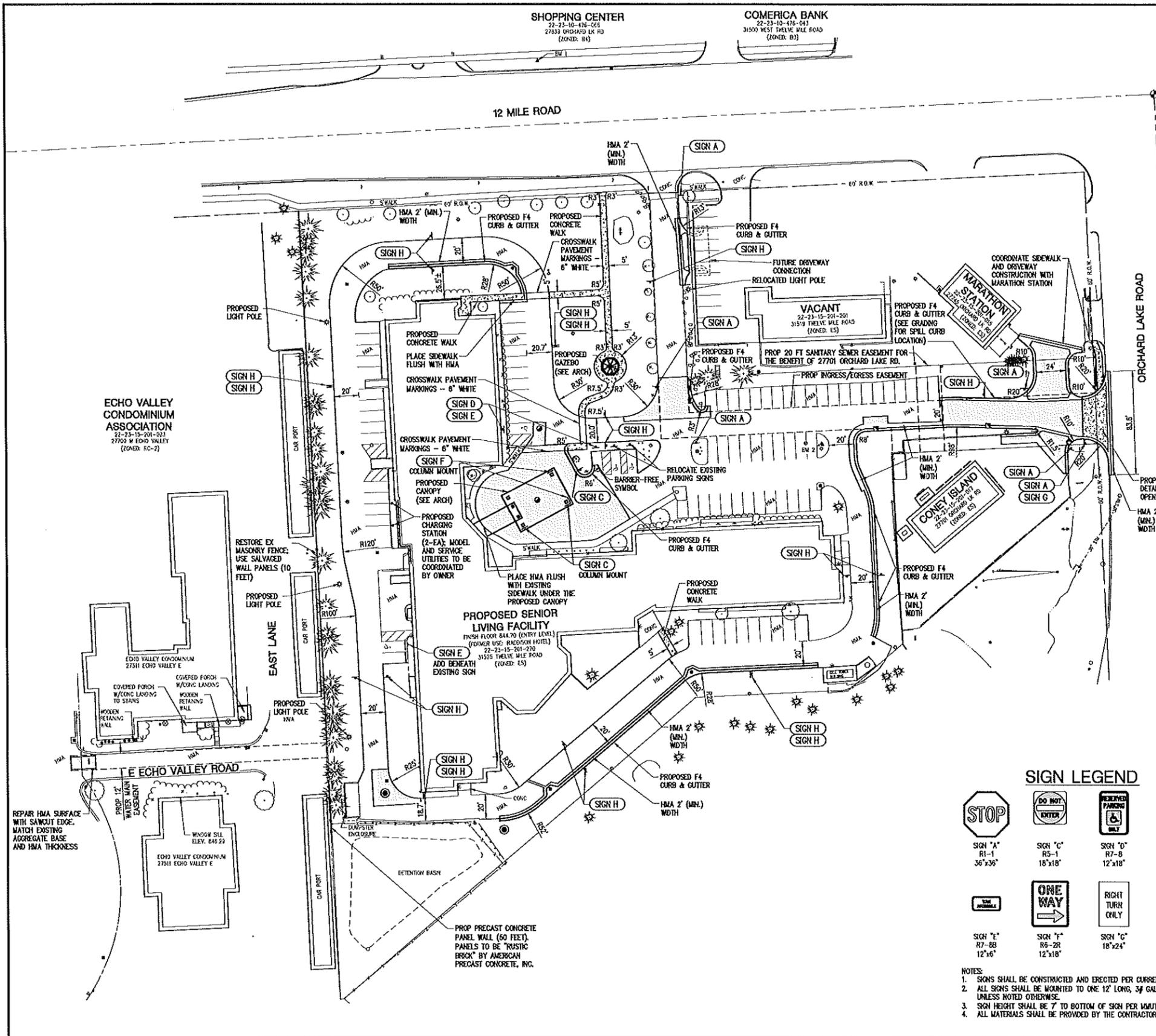
**OAKLAND COUNTY WATER RESOURCES COMMISSION
 SOIL EROSION AND SEDIMENTATION CONTROL DETAILS**

- SI-2A LOW POINT INLET FILTER
- SI-4A CURB AND OUTLET INLET FILTER ALTERNATE "A"
- SP-2 SILT FENCE
- SO-2 TEMPORARY DETENTION BASIN OUTLET STONE FILTER



PLAN SUBMITTALS AND CHANGES	
CONFORMANCE PLANS	
DATE	DESCRIPTION
R/A	ISSUED FOR BIDS
7-18-22	ISSUED FOR CONSTRUCTION

REV:
 SHT# **C2.1**
 JOB No: 20F0071



SITE INFORMATION

PROPERTY ADDRESS: 31525 TWELVE MILE ROAD FARMINGTON HILLS, MI 48334
 APPLICANT: MANOR SENIOR LIVING LLC ATTN: DOUGLAS BOEHM 4180 TITABAWASEE ROAD SAGINAW, MI 48604 P: 248-930-7875
 PROPOSED UNITS: MEMORY CARE: 21 ASSISTED LIVING (STUDIO): 11 ASSISTED LIVING (1-BEDROOM): 40 INDEPENDENT LIVING (STUDIO): 11 INDEPENDENT LIVING (1-BEDROOM): 41 INDEPENDENT LIVING (2-BEDROOM): 4
 TOTAL SITE AREA: 4.95 ACRE
 PARKING SUMMARY: EXISTING PARKING SPACES - 290 SPACES (INCLUDING 7 B.F. SPACES) REQUIRED PARKING SPACES - 81 SPACES (INCLUDING 4 B.F. SPACES) PROPOSED PARKING SPACES - 85 SPACES (INCLUDING 5 B.F. SPACES)
 PARKING SPACE SIZE - 9 FEET WIDE, 20 FEET LONG MINIMUM AISLE WIDTH = 20 FEET

PROJECT CONTACTS

ENGINEER/DESIGNER/PLANNER: ROWE PROFESSIONAL SERVICES COMPANY ATTN: PAUL O'NEARA, P.E. 27280 HAGGERTY ROAD, SUITE C-2 FARMINGTON HILLS, MI 48331 P: 248-675-1099
 ARCHITECT: SEIDELL ARCHITECTS 114 N. COURT AVE., STE. 201 POST OFFICE BOX 2189 GAYLORD, MICHIGAN 49734 P: 989-731-0372

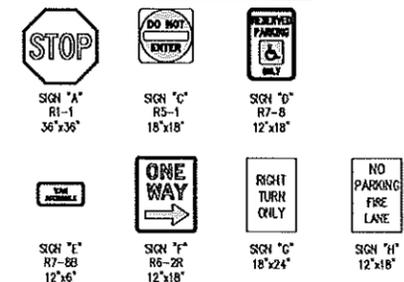
SITE PLAN NOTES

1. RELOCATED SIGNS LOCATED WITHIN ORCHARD LAKE ROAD RIGHT OF WAY TO BE COORDINATED WITH THE OAKLAND COUNTY ROAD COMMISSION AND MDOT.
2. PROTECT ALL TREES AND SHRUBS NOT SCHEDULED FOR REMOVAL. DO NOT OPERATE EQUIPMENT, STORE, STOCKPILE, OR PARK WITHIN DRP LINE OF PLANTS.
3. THE CONTRACTOR WILL BE HELD RESPONSIBLE FOR DAMAGE TO ITEMS NOT SCHEDULED FOR REMOVAL. REPAIRS SHALL BE MADE AT THE CONTRACTOR'S OWN EXPENSE.
4. PROTECT ALL STORM SEWER NOT DESIGNATED FOR REMOVAL. CONTRACTOR WILL BE RESPONSIBLE FOR ANY DAMAGE TO UTILITIES AND REPAIR ALL DAMAGE AT NO COST TO OWNER.
5. ALL DISTURBED AREAS SHALL BE RESTORED WITH TURF PER MRS STANDARDS.
6. CONTRACTOR TO REFER TO ARCHITECTURAL PACKAGES FOR ADDITIONAL SITE PLANS.
7. CONTRACTOR TO COORDINATE STAGING AREAS WITH OWNER. STAGING AREAS TO BE RESTORED TO EXISTING QUALITY OR BETTER AT THE CONTRACTOR'S EXPENSE.
8. THE CONTRACTOR SHALL MAINTAIN DRAINAGE OF THE PROJECT AREA AND ADJACENT AREAS. WHERE THE EXISTING FACILITIES ARE DISTURBED OR BLOCKED BY CONSTRUCTION, THE CONTRACTOR SHALL PROVIDE AND MAINTAIN TEMPORARY PROVISIONS FOR DRAINAGE.
9. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING SIDEWALKS, PAVEMENTS AND CURB & GUTTER. ANY DAMAGE TO THESE ITEMS SHALL BE REPLACED AT NO COST TO THE OWNER.
10. EXISTING CASTINGS FOR MANHOLES, CATCH BASINS, INLETS, VALVE BOXES, MONUMENT BOXES, ETC WITHIN THE LIMITS OF CONSTRUCTION ARE TO BE ADJUSTED TO MEET THE PROPOSED SURFACE.

RCOC NOTES:

1. CALL INSPECTOR OR PERMIT SUPERVISOR BEFORE BEGINNING ANY WORK IN R.O.W.
2. FULL DEPTH SAWCUT AND/OR WALL A BUTT JOINT, WITH A LOCATION/WIDTH AS DIRECTED BY RCOC INSPECTOR.
3. 9" DEEP STRENGTH HMA SHALL CONSIST OF 2" MDOT 5E, OVER 3" MDOT 4E, OVER 4" MDOT 3E, OVER A SUITABLE BASE. HMA SHALL BE PLACED IN 3 LIFTS.
4. MATCH AND THE PROPOSED CURB TO EXISTING CURB EPOXY COATED #4 BAR REQUIRED.
5. MIN. DEPTH UNDER ROADBED IS FOUR FEET.
6. WITHIN THE INFLUENCE OF THE ROADBED & SIDEWALK MDOT CLASS II, SAND, COMPACTED TO 95% MAX. UNIT DENSITY IS REQUIRED.
7. RAMPS & SIDEWALKS MUST MEET ADA SPECIFICATIONS.
8. KEEP ROADS CLEAN OF DIRT AND DEBRIS.
9. HAND DIG AROUND ALL UTILITIES.

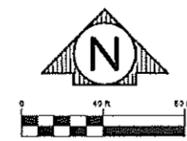
SIGN LEGEND



- NOTES:
1. SIGNS SHALL BE CONSTRUCTED AND ERECTED PER CURRENT EDITION OF MANUTCO.
 2. ALL SIGNS SHALL BE MOUNTED TO ONE 12' LONG, 3/4 GALV STEEL SIGN POST UNLESS NOTED OTHERWISE.
 3. SIGN HEIGHT SHALL BE 7' TO BOTTOM OF SIGN PER MANUTCO.
 4. ALL MATERIALS SHALL BE PROVIDED BY THE CONTRACTOR.



PLAN SUBMITTALS AND CHANGES	
CONFORMANCE PLANS	
DATE	DESCRIPTION
N/A	ISSUED FOR BIDS
7-16-22	ISSUED FOR CONSTRUCTION



PLAN DATE:	JULY 2022
PROJECT MGR:	PTO
REVIEWER:	REH
SCALE:	1"=40'

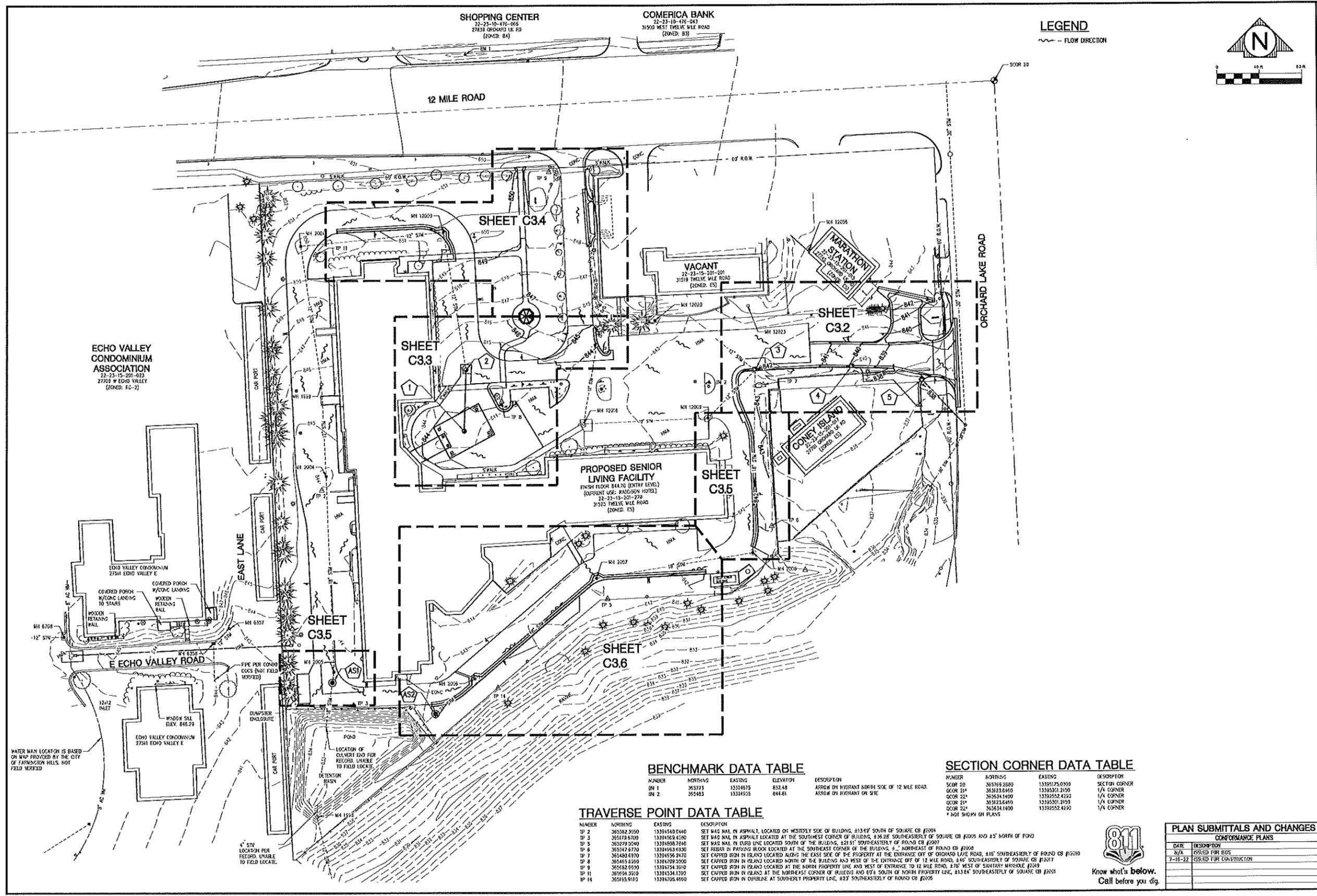
ROWE PROFESSIONAL SERVICES COMPANY

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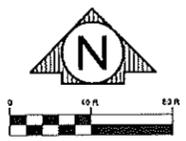
27280 Haggerty Road, Suite C-2
 Farmington Hills, MI 48331

PREPARED FOR
MANOR SENIOR LIVING LLC
COMFORT CARE SENIOR LIVING P.U.D.
 THE CITY OF FARMINGTON HILLS, MICHIGAN
 SITE PLAN SHEET

REV:	
SHT#	C3.0
JOB No:	20F0071



LEGEND
 ~~~ FLOW DIRECTION



PLAN DATE: JULY 2022  
 PROJECT MGR: PTO  
 REVIEWER: REH  
 SCALE: 1"=40'

**ROWE PROFESSIONAL SERVICES COMPANY**  
 O: (248) 875-1086  
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 27280 Haggerty Road, Suite C-2  
 Farmington Hills, MI 48331

PREPARED FOR  
**MANOR SENIOR LIVING LLC**  
**COMFORT CARE SENIOR LIVING P.U.D.**  
 CITY OF FARMINGTON HILLS  
 OVERALL GRADING SHEET

**BENCHMARK DATA TABLE**

| NUMBER | NORTHING | EASTING  | ELEVATION | DESCRIPTION                                 |
|--------|----------|----------|-----------|---------------------------------------------|
| BN 1   | 353733   | 13316975 | 852.48    | IRON ON HYDRANT NORTH SIDE OF 12 MILE ROAD. |
| BN 2   | 355483   | 13314525 | 844.81    | IRON ON HYDRANT ON SITE                     |

**SECTION CORNER DATA TABLE**

| NUMBER   | NORTHING    | EASTING      | DESCRIPTION    |
|----------|-------------|--------------|----------------|
| SCOR 20  | 365769.2890 | 1335175.0350 | SECTION CORNER |
| SCOR 21* | 363123.6460 | 1336561.3150 | 1/4 CORNER     |
| SCOR 22* | 365634.1400 | 1339252.4252 | 1/4 CORNER     |
| SCOR 21* | 363123.6460 | 1339350.2150 | 1/4 CORNER     |
| SCOR 22* | 365634.1400 | 1339252.4252 | 1/4 CORNER     |

\* NOT SHOWN ON PLANS

**TRAVERSE POINT DATA TABLE**

| NUMBER | NORTHING    | EASTING       | DESCRIPTION                                                                                                                                         |
|--------|-------------|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| TP 2   | 365382.3050 | 1339450.0440  | SET MAG NAIL IN ASPHALT, LOCATED ON WESTERLY SIDE OF BUILDING, 113.69' SOUTH OF SQUARE CB #2004                                                     |
| TP 3   | 365179.6700 | 1339450.4580  | SET MAG NAIL IN ASPHALT LOCATED AT THE SOUTHWEST CORNER OF BUILDING, 436.28' SOUTHEASTERLY OF SQUARE CB #2005 AND 215' NORTH OF ROAD                |
| TP 5   | 365279.2290 | 1339450.7840  | SET MAG NAIL IN CURB LINE LOCATED SOUTH OF THE BUILDING, 220.51' SOUTHEASTERLY OF ROAD CB #2007                                                     |
| TP 6   | 365347.8770 | 1339463.6330  | SET REBAR IN PAVING BLOCK LOCATED AT THE SOUTHEAST CORNER OF THE BUILDING, 1.1' NORTHEAST OF ROAD CB #2008                                          |
| TP 7   | 365480.6970 | 1339456.2470  | SET CAPPED IRON IN ISLAND LOCATED ALONG THE EAST SIDE OF THE PROPERTY AT THE ENTRANCE OFF OF ORCHARD LAKE ROAD, 116' SOUTHEASTERLY OF ROAD CB #1008 |
| TP 8   | 365485.8250 | 13394709.5050 | SET CAPPED IRON IN ISLAND LOCATED NORTH OF THE BUILDING AND WEST OF THE ENTRANCE OFF OF 12 MILE ROAD, 346' SOUTHEASTERLY OF SQUARE CB #1007         |
| TP 9   | 365682.0550 | 1339454.3010  | SET CAPPED IRON IN ISLAND LOCATED AT THE NORTH PROPERTY LINE AND WEST OF ENTRANCE TO 12 MILE ROAD, 470' WEST OF SANITARY MANHOLE #2009              |
| TP 11  | 365628.3510 | 1339453.1350  | SET CAPPED IRON IN ISLAND AT THE NORTHEAST CORNER OF BUILDING AND 67' SOUTH OF NORTH PROPERTY LINE, 113.84' SOUTHEASTERLY OF SQUARE CB #2001        |
| TP 14  | 365153.9183 | 13394705.4650 | SET CAPPED IRON IN CURBLINE AT SOUTHERLY PROPERTY LINE, 223' SOUTHEASTERLY OF ROAD CB #2006                                                         |



**PLAN SUBMITTALS AND CHANGES**

| CONFORMANCE PLANS |                         |
|-------------------|-------------------------|
| DATE              | DESCRIPTION             |
| N/A               | ISSUED FOR BIDS         |
| 7-16-22           | ISSUED FOR CONSTRUCTION |

REV:  
 SHT# **C3.1**  
 JOB No: 20F0071

WATER MAIN LOCATION IS BASED ON MAP PROVIDED BY THE CITY OF FARMINGTON HILLS. NOT FIELD VERIFIED

4" STN LOCATION PER RECORD, UNABLE TO FIELD LOCATE.

LOCATION OF CURB END PER RECORD, UNABLE TO FIELD LOCATE.

RETENTION BASIN

DUMPSTER ENCLOSURE

WOODEN SKILL ELEV. 846.23

E ECHO VALLEY ROAD

12412 MALET

WOODEN RETAINING WALL

COVERED PORCH W/CONC LANDING TO STAIRS

WOODEN RETAINING WALL

COVERED PORCH W/CONC LANDING

ECHO VALLEY CONDOMINIUM 2751 ECHO VALLEY E

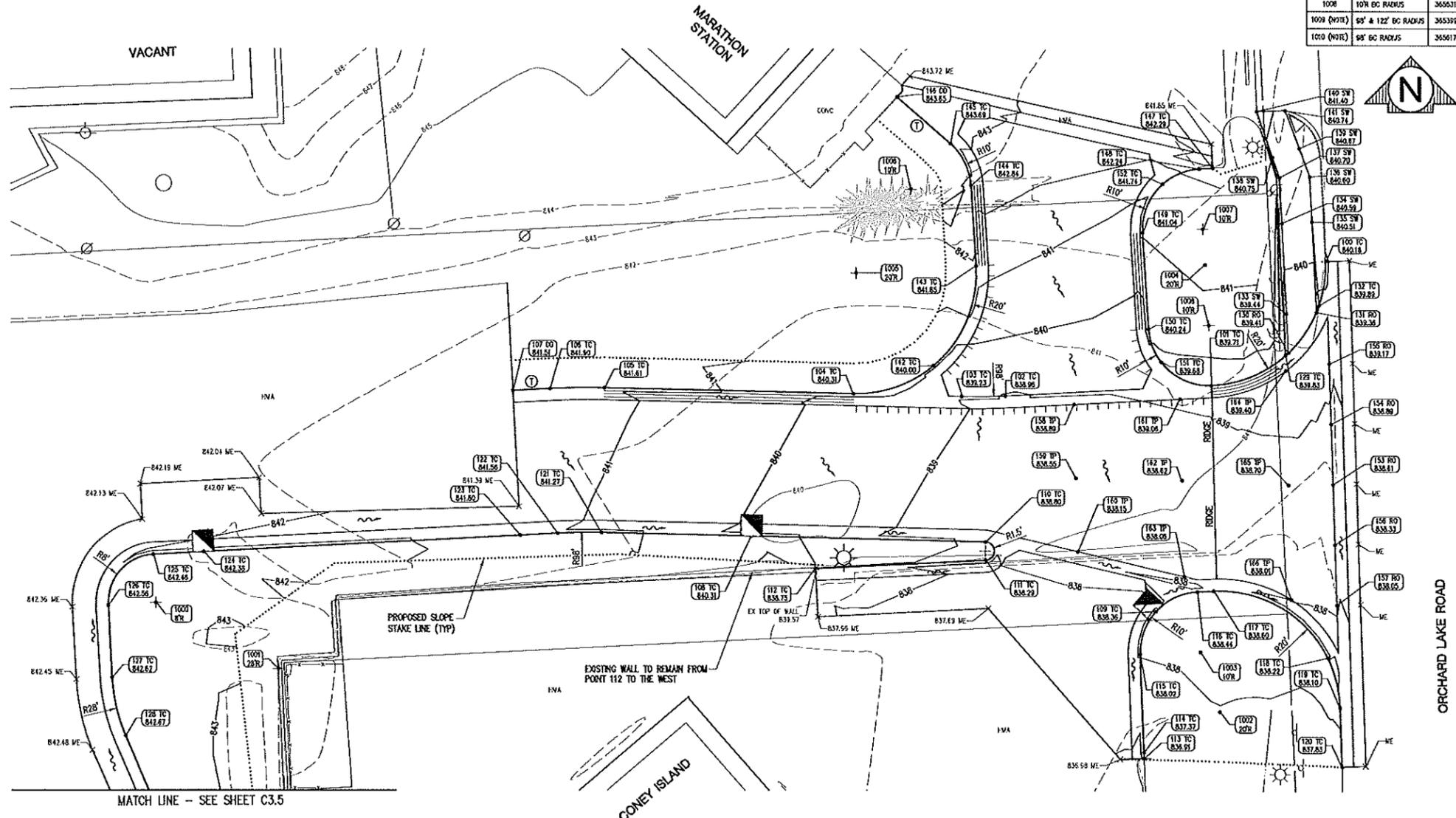
ECHO VALLEY CONDOMINIUM ASSOCIATION

2751 ECHO VALLEY (ZONED: FC-2)

2751 ECHO VALLEY

2751 ECHO VALLEY E

WOODEN RETAINING WALL



| RADIUS POINTS |                      |           |             |
|---------------|----------------------|-----------|-------------|
| POINT         | DESCRIPTION          | NORTHING  | EASTING     |
| 1000          | 8' BC RADIUS         | 365485.50 | 1339490.25  |
| 1001          | 28' BC RADIUS        | 365474.59 | 1339496.85  |
| 1002          | 20' BC RADIUS        | 365467.60 | 1339517.32  |
| 1003          | 10' BC RADIUS        | 365477.50 | 1339511.11  |
| 1004          | 20' BC RADIUS        | 365541.63 | 1339511.64  |
| 1005          | 20' BC RADIUS        | 365540.17 | 1339506.82  |
| 1006          | 10' BC RADIUS        | 365554.10 | 1339506.93  |
| 1007          | 10R BC RADIUS        | 365547.54 | 1339511.48  |
| 1008          | 10R BC RADIUS        | 365531.65 | 1339515.46  |
| 1009 (PVT)    | 95' & 122' BC RADIUS | 365539.12 | 1339501.37  |
| 1010 (PVT)    | 98' BC RADIUS        | 365617.75 | 13395076.50 |

| GRADING TABLE |           |                   |           |             |
|---------------|-----------|-------------------|-----------|-------------|
| POINT         | ELEVATION | DESCRIPTION       | NORTHING  | EASTING     |
| 100           | TD=840.18 | ME                | 365542.30 | 1339493.43  |
| 101           | TD=839.71 | PC, SPILL         | 365521.65 | 1339513.68  |
| 102           | TD=838.06 | PC, SPILL, TD     | 365518.56 | 1339508.68  |
| 103           | TD=839.23 | PC, SPILL, TD     | 365518.77 | 1339507.40  |
| 104           | TD=840.31 | PC, SPILL         | 365520.17 | 1339506.58  |
| 105           | TD=841.81 | PC                | 365521.69 | 1339505.00  |
| 106           | TD=841.90 | PC                | 365520.90 | 1339500.04  |
| 107           | TD=841.51 | TC, ME, 6" TAPER  | 365520.83 | 1339499.76  |
| 108           | TD=840.31 | CB                | 365496.54 | 13395078.40 |
| 109           | TD=838.36 | CB                | 365494.25 | 1339506.73  |
| 110           | TD=838.80 | PC                | 365495.66 | 13395078.33 |
| 111           | TD=838.28 | PC                | 365492.87 | 13395078.38 |
| 112           | TD=838.75 | ME                | 365491.20 | 1339506.02  |
| 113           | TD=836.91 | ME, CO            | 365490.83 | 1339504.78  |
| 114           | TD=837.37 |                   | 365490.93 | 1339504.75  |
| 115           | TD=838.02 | PC                | 365477.11 | 1339504.12  |
| 116           | TD=838.44 | PC                | 365487.49 | 1339513.60  |
| 117           | TD=838.60 | PC                | 365487.63 | 13395116.28 |
| 118           | TD=838.22 |                   | 365478.58 | 13395135.21 |
| 119           | TD=838.10 | PC                | 365468.32 | 13395137.31 |
| 120           | TD=837.83 | ME                | 365458.56 | 13395137.81 |
| 121           | TD=841.27 | PC                | 365497.10 | 1339501.55  |
| 122           | TD=841.56 | PC                | 365496.99 | 1339500.28  |
| 123           | TD=841.80 | PC                | 365496.66 | 1339500.01  |
| 124           | TD=842.38 | CB                | 365493.83 | 1339498.34  |
| 125           | TD=843.48 | PC                | 365493.49 | 13394938.84 |
| 126           | TD=842.58 | PC                | 365485.05 | 13394932.37 |
| 127           | TD=842.62 | PC                | 365473.13 | 13394932.89 |
| 128           | TD=842.67 | PC                | 365483.51 | 13394935.13 |
| 129           | TD=838.83 |                   | 365526.66 | 13395128.11 |
| 130           | RD=838.41 | TC, SW            | 365527.10 | 13395128.58 |
| 131           | RD=838.38 | TC, SW            | 365533.83 | 13395133.28 |
| 132           | TD=838.86 |                   | 365534.97 | 13395133.70 |
| 133           | SW=839.44 |                   | 365533.58 | 13395128.27 |
| 134           | SW=840.58 |                   | 365548.56 | 13395127.52 |
| 135           | SW=840.51 |                   | 365548.81 | 13395132.51 |
| 136           | SW=840.60 |                   | 365558.27 | 13395132.14 |
| 137           | SW=840.70 |                   | 365556.12 | 13395127.14 |
| 138           | SW=840.75 |                   | 365558.45 | 13395128.00 |
| 139           | SW=840.67 |                   | 365562.95 | 13395130.40 |
| 140           | SW=841.40 | ME                | 365567.65 | 13395123.38 |
| 141           | SW=840.74 | ME                | 365567.19 | 13395128.00 |
| 142           | TD=840.00 | SPILL             | 365524.88 | 13395048.71 |
| 143           | TD=841.85 | PC, SPILL         | 365541.40 | 13395078.78 |
| 144           | TD=842.84 | PC                | 365554.72 | 13395075.96 |
| 145           | TD=843.69 | PC                | 365561.65 | 13395072.53 |
| 146           | TD=843.85 | TC, ME, 11" TAPER | 365559.31 | 13395063.70 |
| 147           | TD=842.29 | ME                | 365557.66 | 13395118.12 |
| 148           | TD=842.24 | PC                | 365557.52 | 13395113.86 |
| 149           | TD=841.04 | PC                | 365548.92 | 13395104.50 |
| 150           | TD=840.24 | PC, SPILL         | 365531.63 | 13395105.48 |
| 151           | TD=838.68 | SPILL             | 365525.51 | 13395107.58 |
| 152           | TD=841.71 |                   | 365555.01 | 13395107.83 |
| 153           | RD=838.61 | TC                | 365556.31 | 13395138.07 |
| 154           | RD=838.89 | TC                | 365555.30 | 13395135.74 |
| 155           | RD=838.17 | TC                | 365525.30 | 13395135.40 |
| 156           | RD=838.33 | TC                | 365495.32 | 13395136.40 |
| 157           | RD=838.05 | TC                | 365485.32 | 13395136.74 |
| 158           | TD=838.89 |                   | 365518.47 | 13395093.14 |
| 159           | TD=838.55 |                   | 365508.29 | 13395093.45 |
| 160           | TD=838.15 |                   | 365494.10 | 13395083.78 |
| 161           | TD=838.00 |                   | 365518.38 | 13395110.71 |
| 162           | TD=838.82 |                   | 365505.92 | 13395111.00 |
| 163           | TD=838.06 |                   | 365488.94 | 13395111.48 |
| 164           | TD=838.40 |                   | 365524.13 | 13395128.18 |
| 165           | TD=838.70 |                   | 365505.17 | 13395128.68 |
| 166           | TD=838.01 |                   | 365486.20 | 13395128.15 |

**CURB NOTE**

- THE GRADE FOR THE TOP OF BITUMINOUS PAVEMENT IS DETERMINED BY SUBTRACTING THE FOLLOWING HEIGHT FROM THE TOP OF CONCRETE CURB GRADES:
 

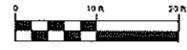
|            |         |
|------------|---------|
| CURB TYPE  | HEIGHT  |
| F4 (FLOW)  | 0.39 FT |
| F4 (SPILL) | 0.60 FT |
- TO CONVERT TOP OF RAMP OPENING (RO) ELEVATION TO FULL HEIGHT CURB ADD THE FOLLOWING HEIGHT TO THE GRADES:
 

|           |         |
|-----------|---------|
| CURB TYPE | HEIGHT  |
| F4 (FLOW) | 0.46 FT |
- TO CONVERT TOP OF DUB DOWN (DO) CURB ELEVATION TO FULL HEIGHT CURB ADD THE FOLLOWING HEIGHT TO THE GRADES:
 

|           |         |
|-----------|---------|
| CURB TYPE | HEIGHT  |
| F4 (FLOW) | 0.39 FT |

**LEGEND**

- SW - TOP OF SIDEWALK
- TC - TOP OF CURB
- TP - TOP OF PAVEMENT
- BC - BACK OF CURB
- ME - WATCH EXISTING
- CB - CATCH BASIN
- PC - POINT OF CURVATURE
- RO - RAMP OPENING
- DO - DUB DOWN
- SPILL - SPILL CURB
- ~ - FLOW DIRECTION
- (T) - CURB TAPER
- - FLOW CURB
- - SPILL CURB
- - TRANSITION FROM SPILL CURB TO FLOW CURB



| PLAN SUBMITTALS AND CHANGES |                         |
|-----------------------------|-------------------------|
| CONFORMANCE PLANS           |                         |
| DATE                        | DESCRIPTION             |
| N/A                         | ISSUED FOR BIDS         |
| 7-16-22                     | ISSUED FOR CONSTRUCTION |



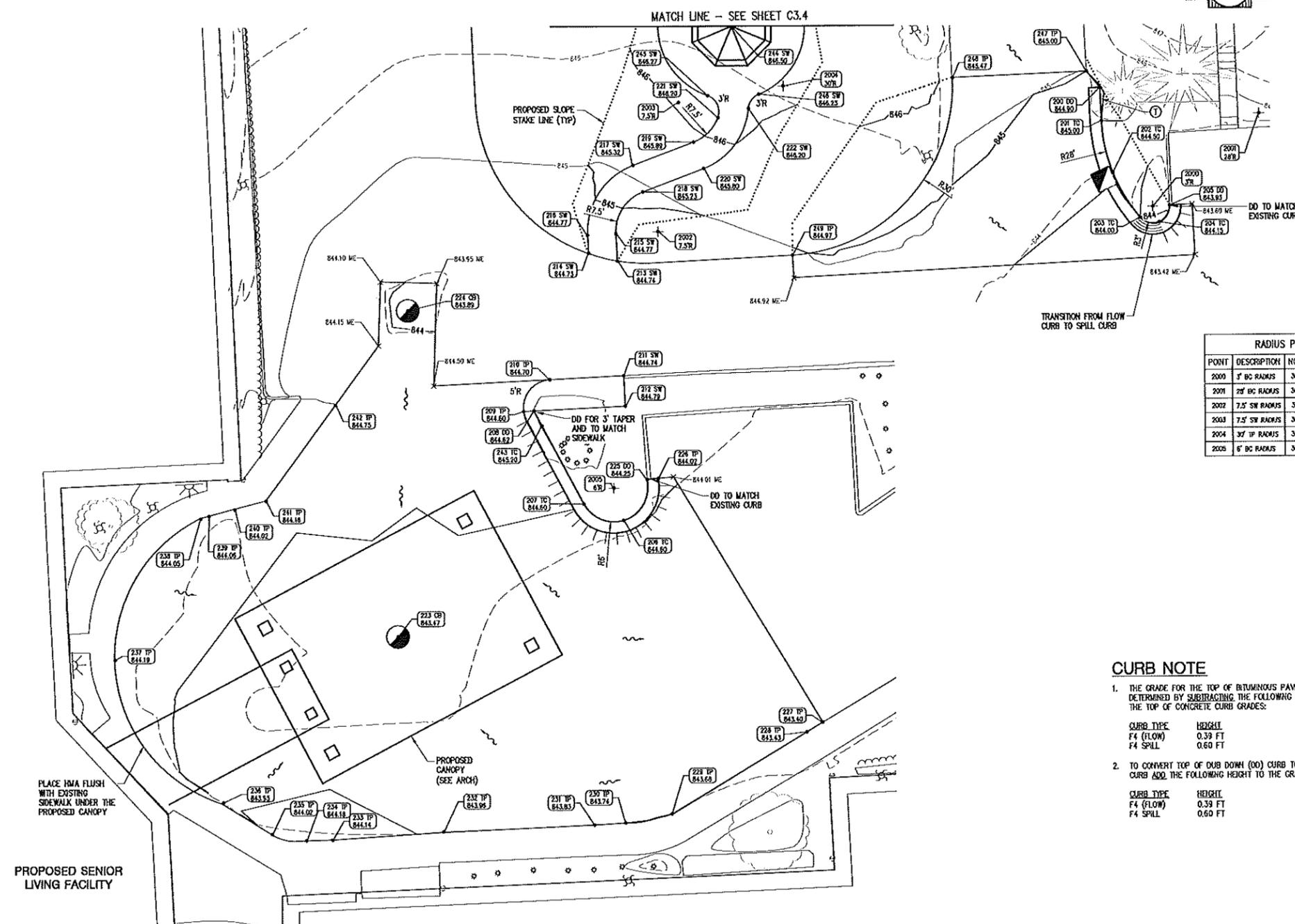
PLAN DATE: JULY 2022  
 PROJECT MGR: PTO  
 REVIEWER: REH  
 SCALE: 1"=10'

**ROWE PROFESSIONAL SERVICES COMPANY**  
 O: (248) 875-1096  
 F: (800) 974-1704  
 www.roweps.com



PREPARED FOR  
**MANOR SENIOR LIVING LLC**  
**COMFORT CARE SENIOR LIVING P.U.D.**  
 THE CITY OF FARMINGTON HILLS, MICHIGAN  
 GRADING DETAIL SHEET

REV:  
 SHT# **C3.2**  
 JOB No: 20F0071



**RADIUS POINTS**

| POINT | DESCRIPTION    | NORTHING  | EASTING     |
|-------|----------------|-----------|-------------|
| 2000  | 1' BC RADIUS   | 365613.65 | 13394007.48 |
| 2001  | 2' BC RADIUS   | 365630.02 | 13394026.37 |
| 2002  | 7.5' SW RADIUS | 365506.81 | 13394719.78 |
| 2003  | 7.5' SW RADIUS | 365532.39 | 13394723.42 |
| 2004  | 3/2' TP RADIUS | 365535.29 | 13394742.06 |
| 2005  | 8' BC RADIUS   | 365464.23 | 13394711.64 |

**GRADING TABLE**

| POINT | ELEVATION | DESCRIPTION       | NORTHING  | EASTING     |
|-------|-----------|-------------------|-----------|-------------|
| 200   | DD-844.90 | BC                | 365554.73 | 13394798.14 |
| 201   | TD-845.00 | PC                | 365528.80 | 13394798.40 |
| 202   | TD-844.50 | CB                | 365518.67 | 13394800.38 |
| 203   | TD-844.00 | PC, BEGN TRANS    | 365511.66 | 13394805.21 |
| 204   | TD-844.15 | SPILL             | 365510.87 | 13394808.69 |
| 205   | DD-843.93 | TC, ME, PC, SPILL | 365511.80 | 13394810.47 |
| 206   | TD-844.00 | SPILL             | 365458.48 | 13394715.55 |
| 207   | TD-844.60 | PC, SPILL         | 365461.41 | 13394706.54 |
| 208   | DD-844.62 | TC, SW            | 365477.91 | 13394697.74 |
| 209   | TP-844.60 | SW, PC            | 365477.81 | 13394695.89 |
| 210   | TP-844.70 | SW, ME, PC        | 365483.46 | 13394700.58 |
| 211   | SW-844.74 | ME                | 365484.13 | 13394713.59 |
| 212   | SW-844.78 | PC                | 365478.75 | 13394713.87 |
| 213   | SW-844.74 | ME                | 365504.42 | 13394712.54 |
| 214   | SW-844.73 | ME                | 365506.80 | 13394707.48 |
| 215   | SW-844.77 | PC                | 365509.22 | 13394712.28 |
| 216   | SW-844.77 | PC                | 365508.96 | 13394707.30 |
| 217   | SW-845.32 | PC                | 365521.29 | 13394715.34 |
| 218   | SW-845.23 | PC                | 365516.62 | 13394717.11 |
| 219   | SW-845.89 | PC                | 365525.58 | 13394726.08 |
| 220   | SW-845.80 | PC                | 365520.71 | 13394727.86 |
| 221   | SW-844.20 | PC                | 365528.69 | 13394730.42 |
| 222   | SW-844.20 | PC                | 365531.31 | 13394735.87 |
| 223   | CB-843.47 |                   | 365438.00 | 13394673.70 |
| 224   | CB-843.89 |                   | 365495.71 | 13394717.50 |
| 225   | DD-844.23 | TC, ME, SPILL     | 365463.75 | 13394717.75 |
| 226   | TP-844.02 | ME                | 365465.93 | 13394719.72 |
| 227   | TP-843.40 | ME                | 365422.69 | 13394748.70 |
| 228   | TP-843.43 |                   | 365420.98 | 13394745.88 |
| 229   | TP-843.68 |                   | 365408.55 | 13394721.93 |
| 230   | TP-843.74 |                   | 365404.68 | 13394713.78 |
| 231   | TP-843.83 |                   | 365404.65 | 13394708.29 |
| 232   | TP-843.96 |                   | 365403.54 | 13394681.70 |
| 233   | TP-844.11 |                   | 365402.10 | 13394682.05 |
| 234   | TP-844.18 |                   | 365402.01 | 13394687.43 |
| 235   | TP-844.02 |                   | 365403.14 | 13394681.33 |
| 236   | TP-843.90 |                   | 365408.73 | 13394642.71 |
| 237   | TP-844.18 |                   | 365434.00 | 13394623.76 |
| 238   | TP-844.05 |                   | 365436.91 | 13394636.77 |
| 239   | TP-844.06 |                   | 365436.36 | 13394640.29 |
| 240   | TP-844.02 |                   | 365460.56 | 13394644.76 |
| 241   | TP-844.16 |                   | 365462.07 | 13394650.27 |
| 242   | TP-844.75 |                   | 365478.05 | 13394662.83 |
| 243   | TD-845.20 | SPILL             | 365475.28 | 13394689.15 |
| 244   | SW-846.50 |                   | 365545.89 | 13394732.87 |
| 245   | SW-846.57 | PC                | 365533.61 | 13394728.89 |
| 246   | SW-848.25 | PC                | 365533.63 | 13394737.74 |
| 247   | TP-845.00 | ME                | 365537.83 | 13394795.77 |
| 248   | TP-845.47 | ME                | 365536.59 | 13394772.04 |
| 249   | TP-844.97 | ME                | 365505.33 | 13394745.82 |

**CURB NOTE**

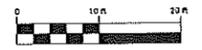
- THE GRADE FOR THE TOP OF BITUMINOUS PAVEMENT IS DETERMINED BY SUBTRACTING THE FOLLOWING HEIGHT FROM THE TOP OF CONCRETE CURB GRADES:
 

| CURB TYPE | HEIGHT  |
|-----------|---------|
| F4 (FLOW) | 0.39 FT |
| F4 SPILL  | 0.60 FT |
- TO CONVERT TOP OF CURB DOWN (DD) CURB TO FULL HEIGHT CURB ADD THE FOLLOWING HEIGHT TO THE GRADES:
 

| CURB TYPE | HEIGHT  |
|-----------|---------|
| F4 (FLOW) | 0.39 FT |
| F4 SPILL  | 0.60 FT |

**LEGEND**

- SW - TOP OF SIDEWALK
- TC - TOP OF CURB
- TP - TOP OF PAVEMENT
- BC - BACK OF CURB
- ME - MATCH EXISTING
- CB - CATCH BASIN
- PC - POINT OF CURVATURE
- RO - RAMP OPENING
- DD - CURB DOWN
- SPILL - SPILL CURB
- - FLOW DIRECTION
- ⊙ - CURB TAPER
- - FLOW CURB
- - SPILL CURB
- - TRANSITION FROM SPILL CURB TO FLOW CURB



**PLAN SUBMITTALS AND CHANGES**

| CONFORMANCE PLANS |                         |
|-------------------|-------------------------|
| DATE              | DESCRIPTION             |
| N/A               | ISSUED FOR BIDS         |
| 7-16-22           | ISSUED FOR CONSTRUCTION |



PLAN DATE: JULY 2022  
 PROJECT MGR: PTO  
 REMEMER: REH  
 SCALE: 1"=10'

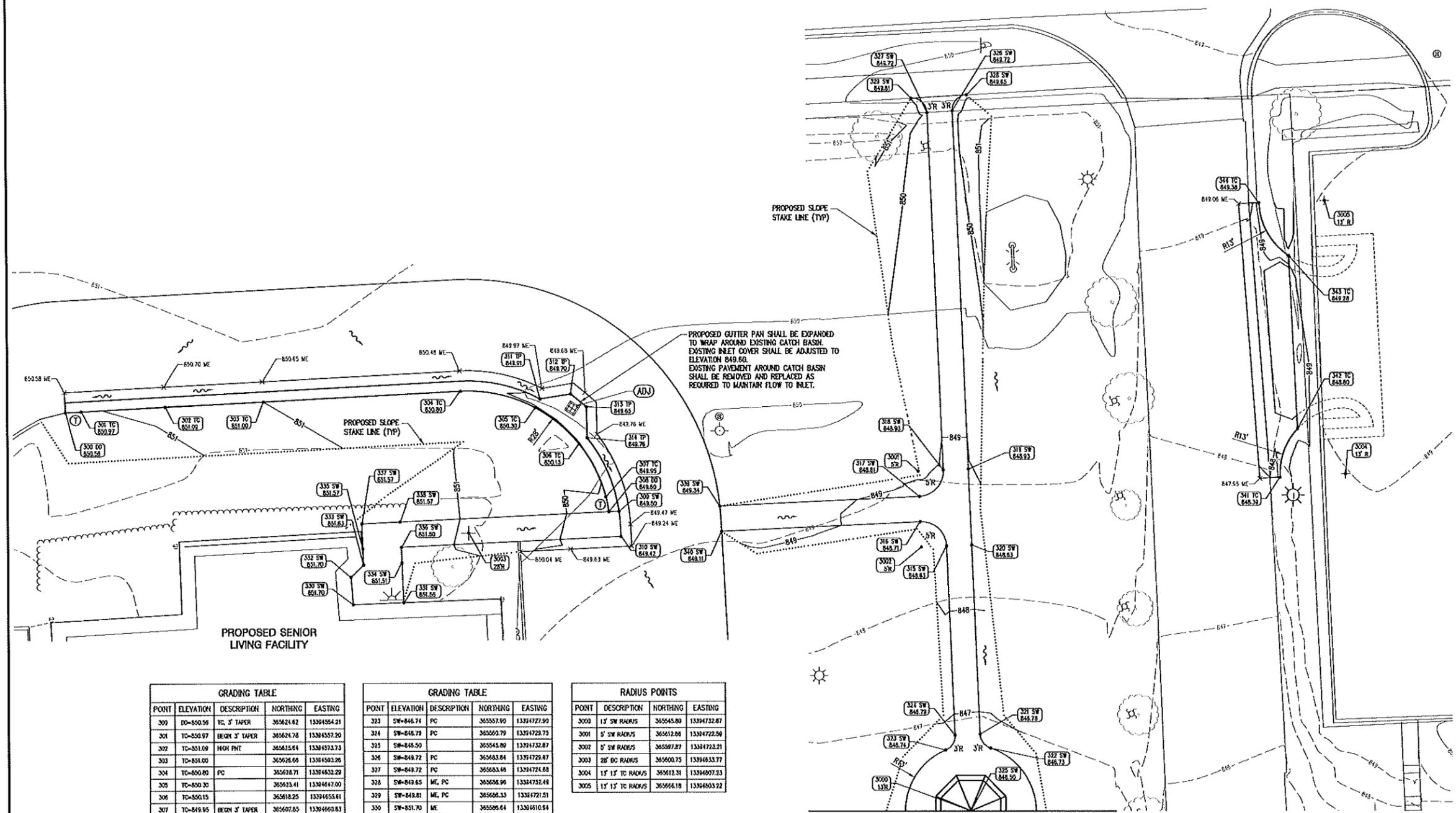
**ROWE PROFESSIONAL SERVICES COMPANY**  
 O: (248) 676-1096  
 F: (800) 974-1704  
 www.rowepsc.com  
 27280 Haggerty Road, Suite C-2  
 Farmington Hills, MI 48331

PREPARED FOR  
**MANOR SENIOR LIVING LLC**  
**COMFORT CARE SENIOR LIVING P.U.D.**  
 THE CITY OF FARMINGTON HILLS, MICHIGAN  
 GRADING DETAIL SHEET



REV: \_\_\_\_\_  
 SHT# **C3.3**  
 JOB No: 20F0071

12 MILE ROAD



PROPOSED GUTTER PAN SHALL BE EXPANDED TO WRAP AROUND EXISTING CATCH BASIN. EXISTING INLET COVER SHALL BE ADJUSTED TO ELEVATION 849.60. EXISTING PAVEMENT AROUND CATCH BASIN SHALL BE REMOVED AND REPLACED AS REQUIRED TO MAINTAIN FLOW TO INLET.

PROPOSED SENIOR LIVING FACILITY

| POINT | ELEVATION | DESCRIPTION      | NORTHING  | EASTING     |
|-------|-----------|------------------|-----------|-------------|
| 300   | 850.56    | TC, 5' TAPER     | 365624.62 | 13394554.21 |
| 301   | 850.97    | BEGRN 5' TAPER   | 365624.78 | 13394557.20 |
| 302   | 851.09    | HIGH PNT         | 365615.64 | 13394571.73 |
| 303   | 851.00    |                  | 365628.66 | 13394593.26 |
| 304   | 850.80    | PC               | 365628.71 | 13394632.29 |
| 305   | 850.30    |                  | 365633.41 | 13394647.00 |
| 306   | 850.15    |                  | 365618.25 | 13394655.61 |
| 307   | 849.95    | BEGRN 5' TAPER   | 365607.65 | 13394660.83 |
| 308   | 849.89    | TC, SW, 5' TAPER | 365604.92 | 13394661.48 |
| 309   | 849.50    |                  | 365605.01 | 13394663.46 |
| 310   | 849.42    |                  | 365603.03 | 13394663.64 |
| 311   | 849.91    |                  | 365607.17 | 13394667.96 |
| 312   | 849.70    |                  | 365628.16 | 13394633.88 |
| 313   | 849.65    |                  | 365625.00 | 13394657.06 |
| 314   | 849.78    |                  | 365619.50 | 13394657.18 |
| 315   | 848.63    | PC               | 365606.06 | 13394728.21 |
| 316   | 848.71    | PC               | 365602.87 | 13394722.87 |
| 317   | 848.81    | PC               | 365607.87 | 13394722.83 |
| 318   | 848.93    | PC               | 365613.07 | 13394727.59 |
| 319   | 848.83    |                  | 365613.28 | 13394732.58 |
| 320   | 848.63    |                  | 365613.29 | 13394731.20 |
| 321   | 848.78    | PC               | 365611.00 | 13394734.74 |
| 322   | 848.73    | PC               | 365558.27 | 13394738.83 |

| POINT | ELEVATION | DESCRIPTION | NORTHING  | EASTING     |
|-------|-----------|-------------|-----------|-------------|
| 323   | 848.74    | PC          | 365557.90 | 13394727.90 |
| 324   | 848.78    | PC          | 365560.79 | 13394729.75 |
| 325   | 848.50    |             | 365545.89 | 13394732.87 |
| 326   | 848.72    | PC          | 365563.84 | 13394729.87 |
| 327   | 849.72    | PC          | 365663.46 | 13394724.88 |
| 328   | 849.65    | ME, PC      | 365608.96 | 13394752.48 |
| 329   | 849.81    | ME, PC      | 365606.33 | 13394721.51 |
| 330   | 851.70    | ME          | 365596.64 | 13394610.94 |
| 331   | 851.55    | ME          | 365597.02 | 13394620.93 |
| 332   | 851.70    | ME          | 365592.04 | 13394610.52 |
| 333   | 851.83    |             | 365594.45 | 13394613.01 |
| 334   | 851.51    |             | 365594.87 | 13394620.83 |
| 335   | 851.57    |             | 365597.85 | 13394612.88 |
| 336   | 851.50    |             | 365597.84 | 13394630.51 |
| 337   | 851.57    |             | 365602.57 | 13394612.89 |
| 338   | 851.57    |             | 365602.84 | 13394620.27 |
| 339   | 849.34    | ME          | 365605.58 | 13394663.49 |
| 340   | 848.11    | ME          | 365600.99 | 13394683.82 |
| 341   | 848.39    | PC          | 365611.64 | 13394724.24 |
| 342   | 848.60    | PC          | 365621.22 | 13394727.78 |
| 343   | 849.29    | PC          | 365655.32 | 13394726.87 |
| 344   | 849.38    | PC          | 365663.70 | 13394720.23 |

| POINT | DESCRIPTION       | NORTHING  | EASTING     |
|-------|-------------------|-----------|-------------|
| 3000  | 15' SW RADIUS     | 365645.89 | 13394732.87 |
| 3001  | 5' SW RADIUS      | 365612.88 | 13394722.59 |
| 3002  | 5' SW RADIUS      | 365597.87 | 13394723.21 |
| 3003  | 28' BC RADIUS     | 365600.75 | 13394633.77 |
| 3004  | 15' 15' TC RADIUS | 365612.31 | 13394607.23 |
| 3005  | 15' 15' TC RADIUS | 365656.18 | 13394603.22 |

**CURB NOTE**

- THE GRADE FOR THE TOP OF BITUMINOUS PAVEMENT IS DETERMINED BY SUBTRACTING THE FOLLOWING HEIGHT FROM THE TOP OF CONCRETE CURB GRADES:
 

|           |         |
|-----------|---------|
| CURB TYPE | HEIGHT  |
| F4 (FLOW) | 0.39 FT |
- TO CONVERT TOP OF DIRT DOWN (DD) CURB TO FULL HEIGHT CURB ADD THE FOLLOWING HEIGHT TO THE GRADES:
 

|           |         |
|-----------|---------|
| CURB TYPE | HEIGHT  |
| F4 (FLOW) | 0.39 FT |

**LEGEND**

- SW - TOP OF SIDEWALK
- TC - TOP OF CURB
- TP - TOP OF PAVEMENT
- BC - BACK OF CURB
- CB - CATCH BASIN
- ME - MATCH EXISTING
- DD - CURB DOWN
- PC - POINT OF CURVATURE
- ⊙ - CURB TAPER
- ~ - FLOW DIRECTION



| PLAN SUBMITTALS AND CHANGES |                         |
|-----------------------------|-------------------------|
| DATE                        | DESCRIPTION             |
| N/A                         | ISSUED FOR BIDS         |
| 7-15-22                     | ISSUED FOR CONSTRUCTION |



PLAN DATE: JULY 2022  
 PROJECT MGR: PTO  
 REVIEWER: REH  
 SCALE: 1"=10'

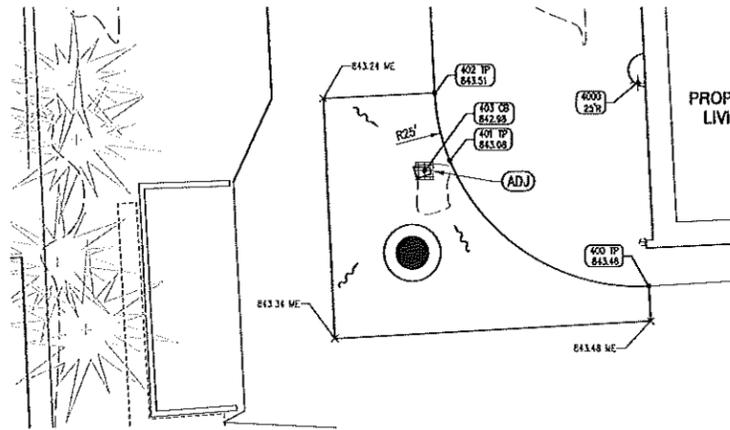
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 THE CITY OF FARMINGTON HILLS, MICHIGAN  
 GRADING DETAIL SHEET

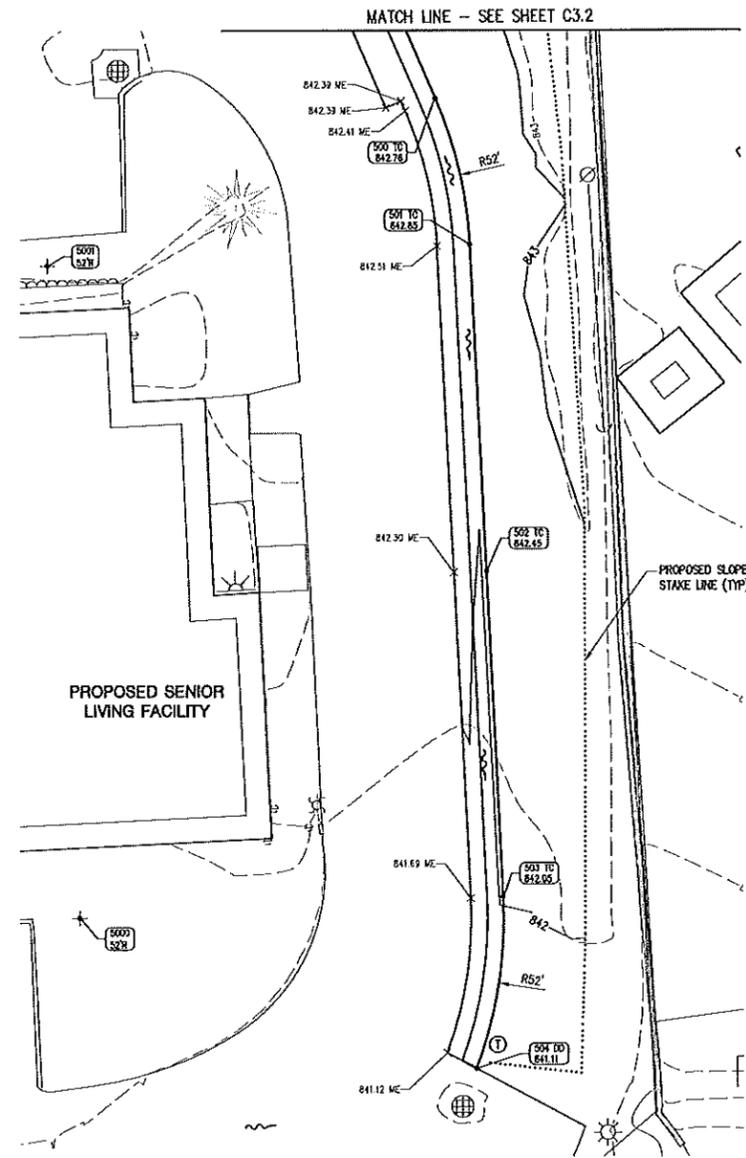
REV: \_\_\_\_\_  
 SHT# **C3.4**  
 JOB No: 20F0071

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| GRADING TABLE |           |             |           |             |
|---------------|-----------|-------------|-----------|-------------|
| POINT         | ELEVATION | DESCRIPTION | NORTHING  | EASTING     |
| 400           | TP-843.16 | PC, ME      | 365196.91 | 13394578.82 |
| 401           | TP-843.06 |             | 365112.34 | 13394554.31 |
| 402           | TP-843.51 | PC, ME      | 365220.65 | 13394552.46 |
| 403           | CB-842.98 |             | 365211.08 | 13394551.25 |

| RADIUS POINTS |              |           |             |
|---------------|--------------|-----------|-------------|
| POINT         | DESCRIPTION  | NORTHING  | EASTING     |
| 4000          | 25' TP RADUS | 365221.87 | 13394577.43 |



| GRADING TABLE |           |             |           |             |
|---------------|-----------|-------------|-----------|-------------|
| POINT         | ELEVATION | DESCRIPTION | NORTHING  | EASTING     |
| 500           | TC-842.76 | PC          | 365446.18 | 13394942.59 |
| 501           | TC-842.85 | PC          | 365428.20 | 13394946.77 |
| 502           | TC-842.65 |             | 365368.14 | 13394948.75 |
| 503           | TC-842.05 | PC          | 365348.07 | 13394950.74 |
| 504           | DO-841.11 | TC, ME, PC  | 365327.00 | 13394949.41 |

| RADIUS POINTS |              |           |             |
|---------------|--------------|-----------|-------------|
| POINT         | DESCRIPTION  | NORTHING  | EASTING     |
| 5000          | 52' BC RADUS | 365543.48 | 13394888.81 |
| 5001          | 52' BC RADUS | 365425.82 | 13394954.83 |

**LEGEND**

- SW - TOP OF SIDEWALK
- TC - TOP OF CURB
- TP - TOP OF PAVEMENT
- BC - BACK OF CURB
- CB - CATCH BASIN
- ME - MATCH EXISTING
- DO - DUB DOWN
- PC - POINT OF CURVATURE
- ⊙ - CURB TAPER
- - FLOW DIRECTION

Know what's below.  
Call before you dig.

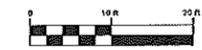
**CURB NOTE**

1. THE GRADE FOR THE TOP OF BITUMINOUS PAVEMENT IS DETERMINED BY SUBTRACTING THE FOLLOWING HEIGHT FROM THE TOP OF CONCRETE CURB GRADES:

|           |         |
|-----------|---------|
| CURB TYPE | HEIGHT  |
| F4 (FLOW) | 0.39 FT |

2. TO CONVERT TOP OF DUB DOWN (DO) CURB OR RAMP OPENING (RO) ELEVATION TO FULL HEIGHT CURB ADD THE FOLLOWING HEIGHT TO THE GRADES:

|           |         |
|-----------|---------|
| CURB TYPE | HEIGHT  |
| F4 (FLOW) | 0.46 FT |



| PLAN SUBMITTALS AND CHANGES |                         |
|-----------------------------|-------------------------|
| CONFORMANCE PLANS           |                         |
| DATE                        | DESCRIPTION             |
| 8/4                         | ISSUED FOR BIDS         |
| 7-16-22                     | ISSUED FOR CONSTRUCTION |



PLAN DATE: JULY 2022  
 PROJECT MOR: PTD  
 REVIEWER: REH  
 SCALE: 1"=10'

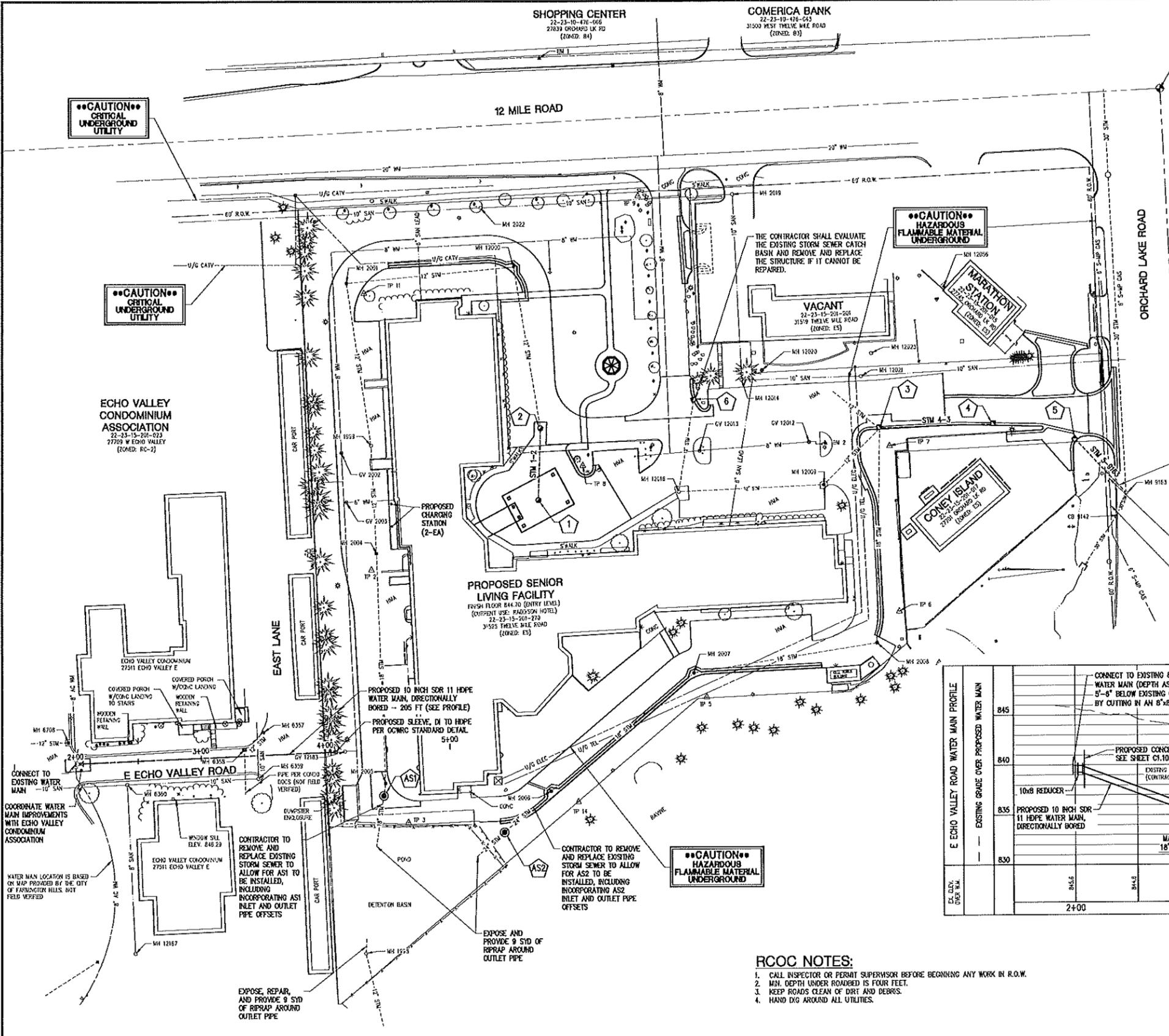
**ROWE PROFESSIONAL SERVICES COMPANY**  
 C: (248) 675-1086  
 F: (800) 974-1704  
 www.rowepsc.com  
 27280 Haggerty Road, Suite C-2  
 Farmington Hills, MI 48331

PREPARED FOR  
**MANOR SENIOR LIVING LLC**  
**COMFORT CARE SENIOR LIVING P.U.D.**  
 THE CITY OF FARMINGTON HILLS, MICHIGAN  
 GRADING DETAIL SHEET

REV:  
 SHT# C3.5  
 JOB No: 20F0071

18 Project 03/07/2021 Draw/Construction Drawing 03-20F0071-0004.dwg





**PROPOSED STORM SEWER STRUCTURE TABLE**

| STRUCT NO. | DI. | COVER TYPE      | RM ELEVATION | INVERT                                                                             | NORTHING  | EASTING     |
|------------|-----|-----------------|--------------|------------------------------------------------------------------------------------|-----------|-------------|
| EX 9163    | N/A | N/A             | RM=837.02    | 4" 833.32 NW (PR)<br>30" 831.47 N (EX)<br>30" 831.47 SW (EX)                       | 365444.87 | 13395148.34 |
| EX 12016   | 78" | M1              | RM=842.90    | 12" 838.60 N (EX)<br>12" 838.30 E (EX)                                             | 365444.38 | 13394786.74 |
| EX 1999    | N/A | M1              | RM=845.17    | 12" 838.32 N (EX)<br>12" 838.32 S (EX)                                             | 365482.28 | 13394539.69 |
| AS2        | 84" | TRAFFIC LOADING | RM=835.93    | 24" 831.01 NE (EX)<br>24" 831.01 SW (EX)                                           | 365171.42 | 13394648.14 |
| AS1        | 78" | TRAFFIC LOADING | RM=843.23    | 18" 830.79 N (EX)<br>18" 830.79 S (EX)                                             | 365201.00 | 13394549.78 |
| 1          | 48" | EJ 1040 M1      | RM=843.47    | 12" 839.17 N (PR)                                                                  | 365438.00 | 13394673.70 |
| 2          | 48" | EJ 1040 M1      | RM=843.89    | 12" 838.88 S (PR)<br>12" 839.13 SW (EX)<br>12" 838.88 N (EX)                       | 365495.71 | 13394675.50 |
| 3          | 48" | EJ 7045 M1      | T/C=842.38   | 12" 833.07 E (PR)<br>12" 836.80 NW (EX)<br>12" 836.80 SW (EX)<br>18" 833.07 S (EX) | 365494.93 | 13394948.28 |
| 4          | 48" | EJ 7045 M1      | T/C=840.31   | 12" 833.53 W (PR)                                                                  | 365497.54 | 13395039.42 |
| 5          | 24" | EJ 7045 M1      | T/C=838.36   | 4" 834.50 SE (PR)                                                                  | 365484.92 | 13395105.99 |
| 6          | 48" | EJ 7045 M1      | T/C=844.27   | 12" 841.24 S (EX)                                                                  | 365518.73 | 13394799.45 |

NOTE: AS1 AND AS2 ARE AQUA-SMRL XC-8 COW UNITS TO BE CONSTRUCTED IN EXISTING STORM SEWER DISCHARGE(S) TO DETENTION BASIN.

STM 5-9163 TO BE 4 INCH SDR 21 PVC STORM SEWER, DIRECTIONALLY BORED, WORK TO BE COMPLETED ON A SATURDAY WITH RIGHT LANE CLOSURE. NO PAVEMENT REMOVAL IN STREET ALLOWED, IN ACCORDANCE WITH ROC PERMIT REQUIREMENTS, CONTRACTOR TO VERIFY EXISTING STORM INVERTS AND GAS MAIN INVERT AND PROPOSE 4 INCH STORM INVERT TO OWNER BEFORE COMPLETING WORK.

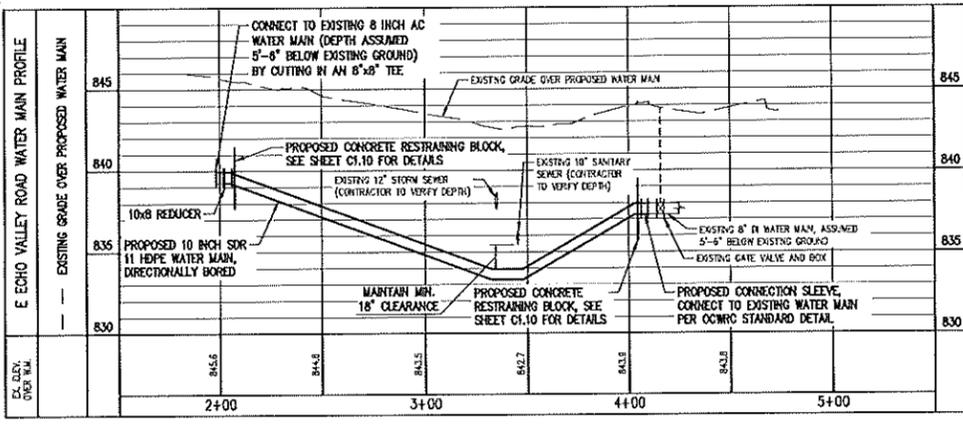
CONTRACTOR TO EXPOSE GAS MAIN PRIOR PLACEMENT OF STM 5-9163

**PROPOSED STORM SEWER PIPE TABLE**

| PIPE NUMBER | DIAMETER | TOTAL LENGTH | SLOPE |
|-------------|----------|--------------|-------|
| STM 1-2     | 12"      | 58'          | 0.50% |
| STM 4-3     | 12"      | 91'          | 0.50% |
| STM 5-9163  | 4"       | 59'          | 2.00% |

**WATER MAIN FITTINGS TABLE**

| STATION | OFFSET | FITTING      |
|---------|--------|--------------|
| 2+00.00 | 0      | 8x8 TEE      |
| 2+04.48 | 0      | 8x10 REDUCER |
| 4+08.17 | 0      | SLEEVE       |



**HAZARDOUS FLAMMABLE MATERIAL UNDERGROUND**

- ROC NOTES:**
1. CALL INSPECTOR OR PERMIT SUPERVISOR BEFORE BEGINNING ANY WORK IN R.O.W.
  2. MIN. DEPTH UNDER ROADBED IS FOUR FEET.
  3. KEEP ROADS CLEAN OF DIRT AND DEBRIS.
  4. HAND DIG AROUND ALL UTILITIES.



**PLAN SUBMITTALS AND CHANGES**

| DATE    | DESCRIPTION             |
|---------|-------------------------|
| N/A     | ISSUED FOR BIDS         |
| 7-15-22 | ISSUED FOR CONSTRUCTION |



PLAN DATE: JULY 2022  
 PROJECT MGR: PTO  
 REVIEWER: REH  
 SCALE: H: 1"=40' V: 1"=5'

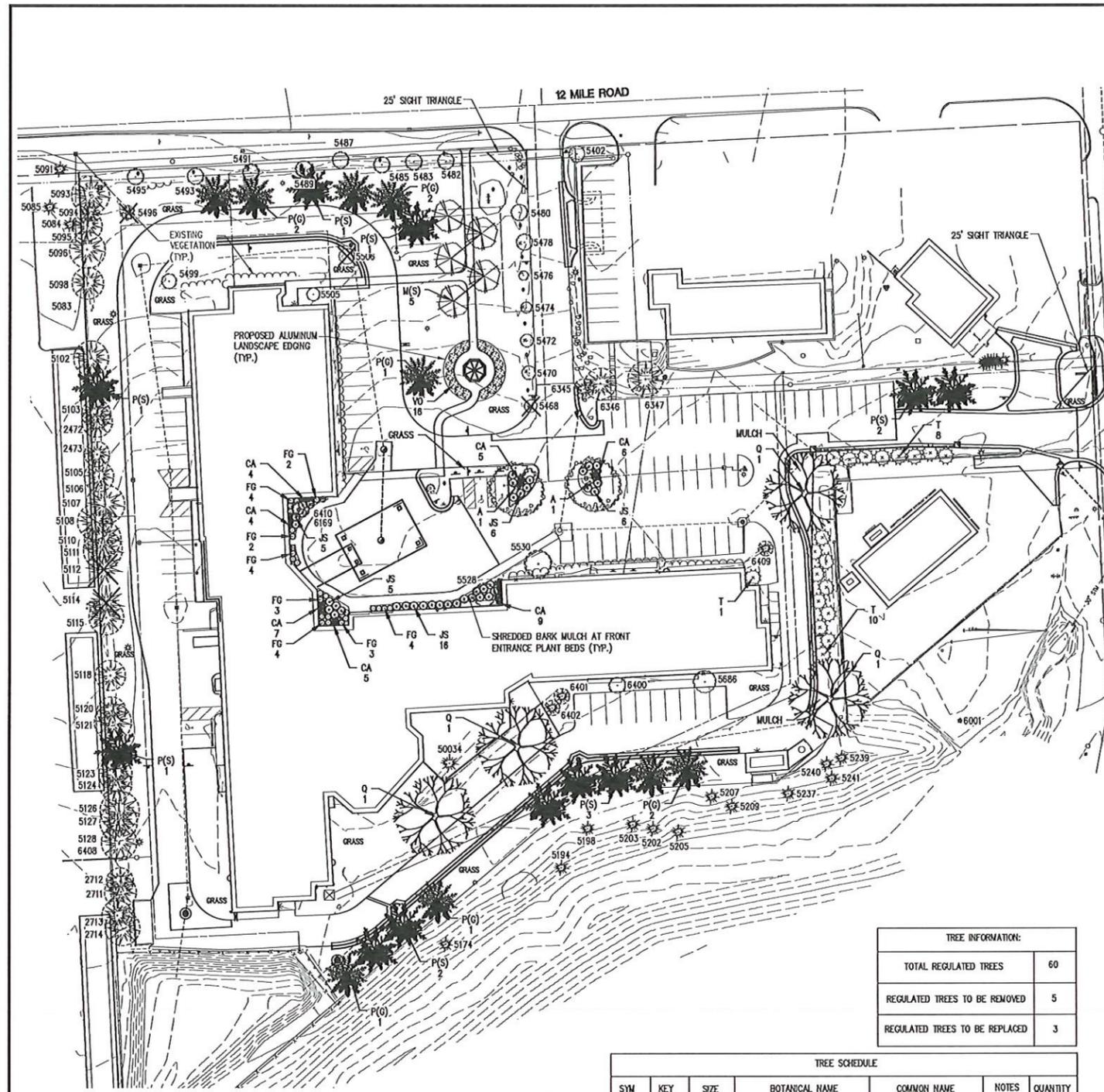
**ROWE PROFESSIONAL SERVICES COMPANY**

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 THE CITY OF FARMINGTON HILLS, MICHIGAN  
 OVERALL UTILITY SHEET

REV: \_\_\_\_\_  
 SHT# **C4.0**  
 JOB No: 20F0071



**TREE INFORMATION:**

|                                |    |
|--------------------------------|----|
| TOTAL REGULATED TREES          | 60 |
| REGULATED TREES TO BE REMOVED  | 5  |
| REGULATED TREES TO BE REPLACED | 3  |

**PLANT SCHEDULE**

| SYM | KEY | BOTANICAL NAME                           | COMMON NAME               | NOTES                | QUANTITY        |
|-----|-----|------------------------------------------|---------------------------|----------------------|-----------------|
| CA  |     | CALAMAGROSTIS ACUTIFOLIA 'KARL FOERSTER' | KARL FOERSTER REED GRASS  | NO. 3 CONT. 2' HT.   | 40 @ 2' SPACING |
| FG  |     | FOTHERGILLA GARDENII                     | DWARF FOTHERGILLA         | NO. 3 CONT.; 3' HT.  | 26 @ 3' SPACING |
| JS  |     | JUNIPERUS SABINA                         | BUFFALO JUNIPER           | NO. 5 CONT.; 18" HT. | 38 @ 4' SPACING |
| VO  |     | VIORNIUM OPULIS 'COMPACTUM'              | COMPACT EUROPEAN VIORNIUM | B & B; 4' HT.        | 16 @ 4' SPACING |

**TREE SCHEDULE**

| SYM | KEY  | SIZE        | BOTANICAL NAME              | COMMON NAME                    | NOTES | QUANTITY |
|-----|------|-------------|-----------------------------|--------------------------------|-------|----------|
| ⊗   | A    | 2 1/2" CAL. | ACER RUBRUM                 | RED MAPLE                      | B & B | 2        |
| ⊗   | N    | 2" CAL.     | MALUS 'BOB WHITE'           | BOB WHITE CRABAPPLE            | B & B | 5        |
| ⊗   | P(G) | 8' HT.      | PICEA GLAUCA                | COLORADO BLUE SPRUCE           | B & B | 10       |
| ⊗   | P(S) | 8' HT.      | PINUS STROBUS               | EASTERN WHITE PINE             | B & B | 10       |
| ⊗   | Q    | 3" CAL.     | QUERCUS ALBA                | WHITE OAK                      | B & B | 4        |
| ⊗   | T    | 8' HT.      | THUJA PLICATA 'GREEN GIANT' | GREEN GIANT WESTERN ARBORVITAE | B & B | 19       |

**LANDSCAPE ORDINANCE**  
 LANDSCAPING ADJACENT TO ROAD:  
 1 TREE PER 2,800 SFT

**REQUIREMENTS**  
 68,904.21 SFT/2,800 = 24.6 TREES (25)  
 29 TREES

\*PER INFORMATION FROM SECTION 34-5.14 OF THE FARMINGTON HILLS ZONING ORDINANCE

**LANDSCAPE DIMENSIONS:**  
 MINIMUM SHADE TREE CALIPER (CAL.) - 3"  
 MINIMUM EVERGREEN TREE HEIGHT - 8'  
 MINIMUM ORNAMENTAL TREE CALIPER (CAL.) - 2"  
 MINIMUM SHRUB HEIGHT - 2'

**PROVIDED:**  
 MET  
 MET  
 MET



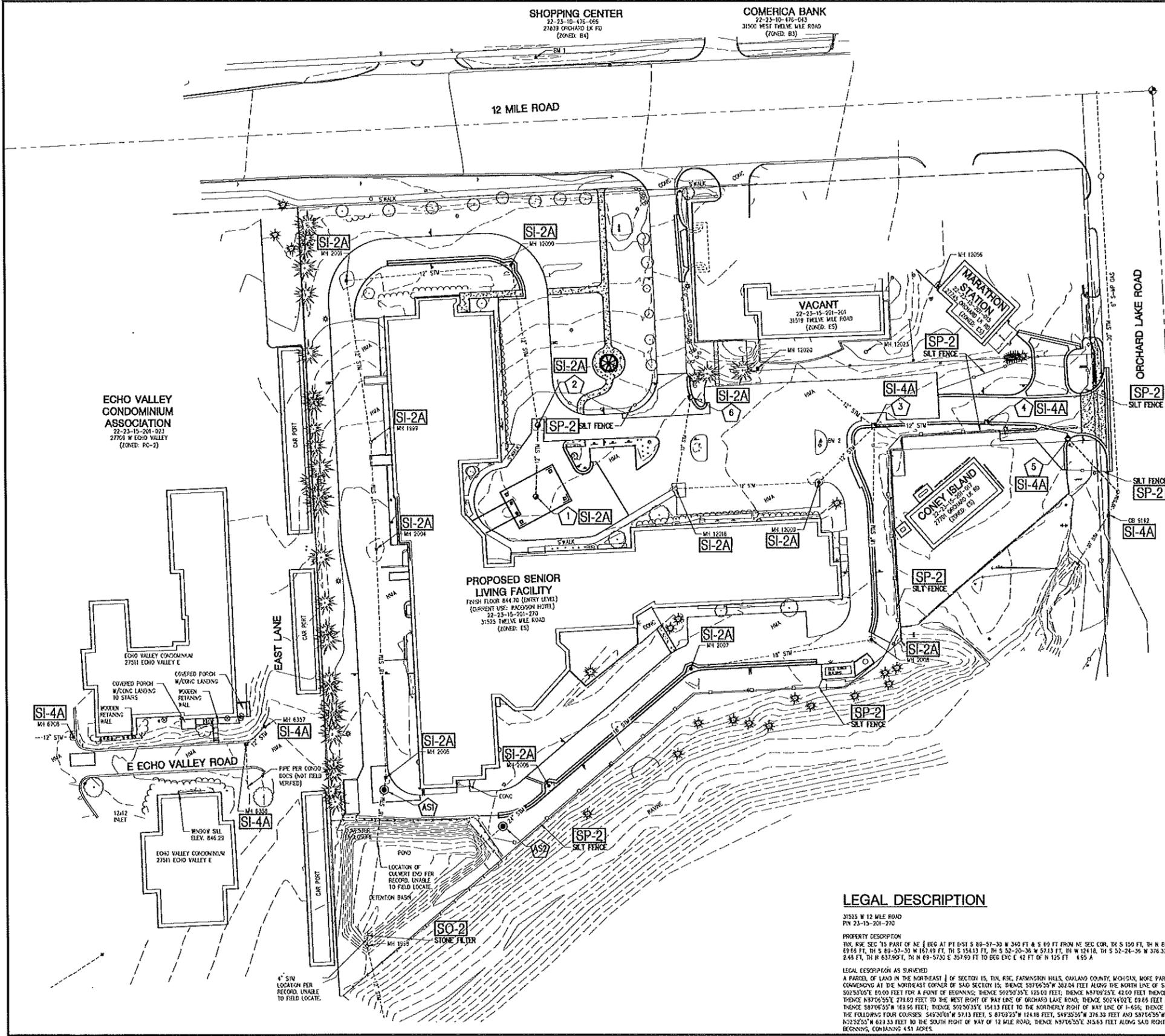
**LEGEND**

⊗ TREE TO BE REMOVED

⊗ 4' (FOOT) HIGH WOOD SNOW FENCING

**TREE SURVEY INFORMATION:**

| TAG # | DIA INCHES | COMMON NAME        | BOTANICAL NAME   | TAG # | COMMON NAME | BOTANICAL NAME   |
|-------|------------|--------------------|------------------|-------|-------------|------------------|
| 6343  | 13         | Blue Spruce        | Picea pungens    | 5308  | Scotch Pine | Pinus sylvestris |
| 6346  | 21         | Blue Spruce        | Picea pungens    | 5309  | Scotch Pine | Pinus sylvestris |
| 6347  | 24         | Eastern White Pine | Pinus strobus    | 5310  | Scotch Pine | Pinus sylvestris |
| 5470  | 8          | Ornamental Pear    | Pyrus calleryana | 5311  | Scotch Pine | Pinus sylvestris |
| 5472  | 8          | Ornamental Pear    | Pyrus calleryana | 5312  | Scotch Pine | Pinus sylvestris |
| 5474  | 7          | Ornamental Pear    | Pyrus calleryana | 5315  | Scotch Pine | Pinus sylvestris |
| 5476  | 6          | Ornamental Pear    | Pyrus calleryana | 5318  | Scotch Pine | Pinus sylvestris |
| 5478  | 9          | Ornamental Pear    | Pyrus calleryana | 5320  | Scotch Pine | Pinus sylvestris |
| 5479  | 8          | Ornamental Pear    | Pyrus calleryana | 5323  | Scotch Pine | Pinus sylvestris |
| 5480  | 8          | Ornamental Pear    | Pyrus calleryana | 5325  | Scotch Pine | Pinus sylvestris |
| 5482  | 22         | Silver Maple       | Acer saccharinum | 5328  | Scotch Pine | Pinus sylvestris |
| 5483  | 17         | Silver Maple       | Acer saccharinum | 5329  | Scotch Pine | Pinus sylvestris |
| 5485  | 15         | Sugar Maple        | Acer saccharum   | 5332  | Scotch Pine | Pinus sylvestris |
| 5487  | 13         | Sugar Maple        | Acer saccharum   | 5338  | Scotch Pine | Pinus sylvestris |
| 5492  | 10         | Crabapple          | Malus sp.        | 5348  | Scotch Pine | Pinus sylvestris |
| 5493  | 8          | Crabapple          | Malus sp.        | 5349  | Scotch Pine | Pinus sylvestris |
| 5494  | 20         | Sugar Maple        | Acer saccharum   | 5350  | Scotch Pine | Pinus sylvestris |
| 5495  | 16         | Silver Maple       | Acer saccharinum | 5351  | Scotch Pine | Pinus sylvestris |
| 5496  | 25         | Silver Maple       | Acer saccharinum | 5352  | Scotch Pine | Pinus sylvestris |
| 5497  | 24         | Silver Maple       | Acer saccharinum | 5353  | Scotch Pine | Pinus sylvestris |
| 5498  | 25         | Silver Maple       | Acer saccharinum | 5354  | Scotch Pine | Pinus sylvestris |
| 5499  | 24         | Silver Maple       | Acer saccharinum | 5355  | Scotch Pine | Pinus sylvestris |
| 5500  | 9          | Ornamental Pear    | Pyrus calleryana | 5356  | Scotch Pine | Pinus sylvestris |
| 5501  | 26         | Scotch Pine        | Pinus sylvestris | 5357  | Scotch Pine | Pinus sylvestris |
| 5502  | 17         | Scotch Pine        | Pinus sylvestris | 5358  | Scotch Pine | Pinus sylvestris |
| 5503  | 19         | Scotch Pine        | Pinus sylvestris | 5359  | Scotch Pine | Pinus sylvestris |
| 5504  | 23         | Scotch Pine        | Pinus sylvestris | 5360  | Scotch Pine | Pinus sylvestris |
| 5505  | 23         | Scotch Pine        | Pinus sylvestris | 5361  | Scotch Pine | Pinus sylvestris |
| 5506  | 23         | Scotch Pine        | Pinus sylvestris | 5362  | Scotch Pine | Pinus sylvestris |
| 5507  | 20         | Silver Maple       | Acer saccharinum | 5363  | Scotch Pine | Pinus sylvestris |
| 5508  | 16         | Silver Maple       | Acer saccharinum | 5364  | Scotch Pine | Pinus sylvestris |
| 5509  | 25         | Silver Maple       | Acer saccharinum | 5365  | Scotch Pine | Pinus sylvestris |
| 5510  | 24         | Silver Maple       | Acer saccharinum | 5366  | Scotch Pine | Pinus sylvestris |
| 5511  | 24         | Silver Maple       | Acer saccharinum | 5367  | Scotch Pine | Pinus sylvestris |
| 5512  | 21         | Scotch Pine        | Pinus sylvestris | 5368  | Scotch Pine | Pinus sylvestris |
| 5513  | 20         | Scotch Pine        | Pinus sylvestris | 5369  | Scotch Pine | Pinus sylvestris |
| 5514  | 21         | Scotch Pine        | Pinus sylvestris | 5370  | Scotch Pine | Pinus sylvestris |
| 5515  | 17         | Scotch Pine        | Pinus sylvestris | 5371  | Scotch Pine | Pinus sylvestris |
| 5516  | 19         | Scotch Pine        | Pinus sylvestris | 5372  | Scotch Pine | Pinus sylvestris |
| 5517  | 17         | Scotch Pine        | Pinus sylvestris | 5373  | Scotch Pine | Pinus sylvestris |
| 5518  | 25         | Scotch Pine        | Pinus sylvestris | 5374  | Scotch Pine | Pinus sylvestris |
| 5519  | 25         | Scotch Pine        | Pinus sylvestris | 5375  | Scotch Pine | Pinus sylvestris |
| 5520  | 25         | Scotch Pine        | Pinus sylvestris | 5376  | Scotch Pine | Pinus sylvestris |
| 5521  | 25         | Scotch Pine        | Pinus sylvestris | 5377  | Scotch Pine | Pinus sylvestris |
| 5522  | 25         | Scotch Pine        | Pinus sylvestris | 5378  | Scotch Pine | Pinus sylvestris |
| 5523  | 25         | Scotch Pine        | Pinus sylvestris | 5379  | Scotch Pine | Pinus sylvestris |
| 5524  | 25         | Scotch Pine        | Pinus sylvestris | 5380  | Scotch Pine | Pinus sylvestris |
| 5525  | 25         | Scotch Pine        | Pinus sylvestris | 5381  | Scotch Pine | Pinus sylvestris |
| 5526  | 25         | Scotch Pine        | Pinus sylvestris | 5382  | Scotch Pine | Pinus sylvestris |
| 5527  | 25         | Scotch Pine        | Pinus sylvestris | 5383  | Scotch Pine | Pinus sylvestris |
| 5528  | 25         | Scotch Pine        | Pinus sylvestris | 5384  | Scotch Pine | Pinus sylvestris |
| 5529  | 25         | Scotch Pine        | Pinus sylvestris | 5385  | Scotch Pine | Pinus sylvestris |
| 5530  | 25         | Scotch Pine        | Pinus sylvestris | 5386  | Scotch Pine | Pinus sylvestris |
| 5531  | 25         | Scotch Pine        | Pinus sylvestris | 5387  | Scotch Pine | Pinus sylvestris |
| 5532  | 25         | Scotch Pine        | Pinus sylvestris | 5388  | Scotch Pine | Pinus sylvestris |
| 5533  | 25         | Scotch Pine        | Pinus sylvestris | 5389  | Scotch Pine | Pinus sylvestris |
| 5534  | 25         | Scotch Pine        | Pinus sylvestris | 5390  | Scotch Pine | Pinus sylvestris |
| 5535  | 25         | Scotch Pine        | Pinus sylvestris | 5391  | Scotch Pine | Pinus sylvestris |
| 5536  | 25         | Scotch Pine        | Pinus sylvestris | 5392  | Scotch Pine | Pinus sylvestris |
| 5537  | 25         | Scotch Pine        | Pinus sylvestris | 5393  | Scotch Pine | Pinus sylvestris |
| 5538  | 25         | Scotch Pine        | Pinus sylvestris | 5394  | Scotch Pine | Pinus sylvestris |
| 5539  | 25         | Scotch Pine        | Pinus sylvestris | 5395  | Scotch Pine | Pinus sylvestris |
| 5540  | 25         | Scotch Pine        | Pinus sylvestris | 5396  | Scotch Pine | Pinus sylvestris |
| 5541  | 25         | Scotch Pine        | Pinus sylvestris | 5397  | Scotch Pine | Pinus sylvestris |
| 5542  | 25         | Scotch Pine        | Pinus sylvestris | 5398  | Scotch Pine | Pinus sylvestris |
| 5543  | 25         | Scotch Pine        | Pinus sylvestris | 5399  | Scotch Pine | Pinus sylvestris |
| 5544  | 25         | Scotch Pine        | Pinus sylvestris | 5400  | Scotch Pine | Pinus sylvestris |
| 5545  | 25         | Scotch Pine        | Pinus sylvestris | 5401  | Scotch Pine | Pinus sylvestris |
| 5546  | 25         | Scotch Pine        | Pinus sylvestris | 5402  | Scotch Pine | Pinus sylvestris |
| 5547  | 25         | Scotch Pine        | Pinus sylvestris | 5403  | Scotch Pine | Pinus sylvestris |
| 5548  | 25         | Scotch Pine        | Pinus sylvestris | 5404  | Scotch Pine | Pinus sylvestris |
| 5549  | 25         | Scotch Pine        | Pinus sylvestris | 5405  | Scotch Pine | Pinus sylvestris |
| 5550  | 25         | Scotch Pine        | Pinus sylvestris | 5406  | Scotch Pine | Pinus sylvestris |
| 5551  | 25         | Scotch Pine        | Pinus sylvestris | 5407  | Scotch Pine | Pinus sylvestris |
| 5552  | 25         | Scotch Pine        | Pinus sylvestris | 5408  | Scotch Pine | Pinus sylvestris |
| 5553  | 25         | Scotch Pine        | Pinus sylvestris | 5409  | Scotch Pine | Pinus sylvestris |
| 5554  | 25         | Scotch Pine        | Pinus sylvestris | 5410  | Scotch Pine | Pinus sylvestris |
| 5555  | 25         | Scotch Pine        | Pinus sylvestris | 5411  | Scotch Pine | Pinus sylvestris |
| 5556  | 25         | Scotch Pine        | Pinus sylvestris | 5412  | Scotch Pine | Pinus sylvestris |
| 5557  | 25         | Scotch Pine        | Pinus sylvestris | 5413  | Scotch Pine | Pinus sylvestris |
| 5558  | 25         | Scotch Pine        | Pinus sylvestris | 5414  | Scotch Pine | Pinus sylvestris |
| 5559  | 25         | Scotch Pine        | Pinus sylvestris | 5415  | Scotch Pine | Pinus sylvestris |
| 5560  | 25         | Scotch Pine        | Pinus sylvestris | 5416  | Scotch Pine | Pinus sylvestris |
| 5561  | 25         | Scotch Pine        | Pinus sylvestris | 5417  | Scotch Pine | Pinus sylvestris |
| 5562  | 25         | Scotch Pine        | Pinus sylvestris | 5418  | Scotch Pine | Pinus sylvestris |
| 5563  | 25         | Scotch Pine        | Pinus sylvestris | 5419  | Scotch Pine | Pinus sylvestris |
| 5564  | 25         | Scotch Pine        | Pinus sylvestris | 5420  | Scotch Pine | Pinus sylvestris |
| 5565  | 25         | Scotch Pine        | Pinus sylvestris | 5421  | Scotch Pine | Pinus sylvestris |
| 5566  | 25         | Scotch Pine        | Pinus sylvestris | 5422  | Scotch Pine | Pinus sylvestris |
| 5567  | 25         | Scotch Pine        | Pinus sylvestris | 5423  | Scotch Pine | Pinus sylvestris |
| 5568  | 25         | Scotch Pine        | Pinus sylvestris | 5424  | Scotch Pine | Pinus sylvestris |
| 5569  | 25         | Scotch Pine        | Pinus sylvestris | 5425  | Scotch Pine | Pinus sylvestris |
| 5570  | 25         | Scotch Pine        | Pinus sylvestris | 5426  | Scotch Pine | Pinus sylvestris |
| 5571  | 25         | Scotch Pine        | Pinus sylvestris | 5427  | Scotch Pine | Pinus sylvestris |
| 5572  | 25         | Scotch Pine        | Pinus sylvestris | 5428  | Scotch Pine | Pinus sylvestris |
| 5573  | 25         | Scotch Pine        | Pinus sylvestris | 5429  | Scotch Pine | Pinus sylvestris |
| 5574  | 25         | Scotch Pine        | Pinus sylvestris | 5430  | Scotch Pine | Pinus sylvestris |
| 5575  | 25         | Scotch Pine        | Pinus sylvestris | 5431  | Scotch Pine | Pinus sylvestris |
| 5576  | 25         | Scotch Pine        | Pinus sylvestris | 5432  | Scotch Pine | Pinus sylvestris |
| 5577  | 25         | Scotch Pine        | Pinus sylvestris | 5433  | Scotch Pine | Pinus sylvestris |
| 5578  | 25         | Scotch Pine        | Pinus sylvestris | 5434  | Scotch Pine | Pinus sylvestris |
| 5579  | 25         | Scotch Pine        | Pinus sylvestris | 5435  | Scotch Pine | Pinus sylvestris |
| 5580  | 25         | Scotch Pine        | Pinus sylvestris | 5436  | Scotch Pine | Pinus sylvestris |
| 5581  | 25         | Scotch Pine        | Pinus sylvestris | 5437  | Scotch Pine | Pinus sylvestris |
| 5582  | 25         | Scotch Pine        | Pinus sylvestris | 5438  | Scotch Pine | Pinus sylvestris |
| 5583  | 25         | Scotch Pine        | Pinus sylvestris | 5439  | Scotch Pine | Pinus sylvestris |
| 5584  | 25         | Scotch Pine        | Pinus sylvestris | 5440  | Scotch Pine | Pinus sylvestris |
| 5585  | 25         | Scotch Pine        | Pinus sylvestris | 5441  | Scotch Pine | Pinus sylvestris |
| 5586  | 25         | Scotch Pine        | Pinus sylvestris | 5442  | Scotch Pine | Pinus sylvestris |
| 5587  | 25         | Scotch Pine        | Pinus sylvestris | 5443  | Scotch Pine | Pinus sylvestris |
| 5588  | 25         | Scotch Pine        | Pinus sylvestris | 5444  | Scotch Pine | Pinus sylvestris |
| 5589  | 25         | Scotch Pine        | Pinus sylvestris | 5445  | Scotch Pine | Pinus sylvestris |
| 5590  | 25         | Scotch Pine        | Pinus sylvestris | 5446  | Scotch Pine | Pinus sylvestris |
| 5591  | 25         | Scotch Pine        | Pinus sylvestris | 5447  | Scotch Pine | Pinus sylvestris |
| 5592  | 25         | Scotch Pine        | Pinus sylvestris | 5448  | Scotch Pine | Pinus sylvestris |
| 5593  | 25         | Scotch Pine        | Pinus sylvestris | 5449  | Scotch Pine | Pinus sylvestris |
| 5594  | 25         | Scotch Pine        | Pinus sylvestris | 5450  | Scotch Pine | Pinus sylvestris |
| 5595  | 25         | Scotch Pine        | Pinus sylvestris | 5451  | Scotch Pine | Pinus sylvestris |
| 5596  | 25         | Scotch Pine        | Pinus sylvestris | 5452  | Scotch Pine | Pinus sylvestris |
| 5597  | 25         | Scotch Pine        | Pinus sylvestris | 5453  | Scotch Pine | Pinus sylvestris |
| 5598  | 25         | Scotch Pine        | Pinus sylvestris | 5454  | Scotch Pine | Pinus sylvestris |
| 5599  | 25         | Scotch Pine        | Pinus sylvestris | 5455  | Scotch Pine | Pinus sylvestris |
| 5600  | 25         | Scotch Pine        | Pinus sylvestris | 5456  | Scotch Pine | Pinus sylvestris |
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| 5608  | 25         | Scotch Pine        | Pinus sylvestris | 5464  | Scotch Pine | Pinus sylvestris |
| 5609  | 25         | Scotch Pine        | Pinus sylvestris | 5465  | Scotch Pine | Pinus sylvestris |
| 5610  | 25         | Scotch Pine        | Pinus sylvestris | 5466  | Scotch Pine | Pinus sylvestris |
| 5611  | 25         | Scotch Pine        | Pinus sylvestris | 5467  | Scotch Pine | Pinus sylvestris |
| 5612  | 25         | Scotch Pine        | Pinus sylvestris | 5468  | Scotch Pine | Pinus sylvestris |
| 5613  | 25         | Scotch Pine        | Pinus sylvestris | 5469  | Scotch Pine | Pinus sylvestris |
| 5614  | 25         | Scotch Pine        | Pinus sylvestris | 5470  | Scotch Pine | Pinus sylvestris |
| 5615  | 25         | Scotch Pine        | Pinus sylvestris | 5471  | Scotch Pine | Pinus sylvestris |
| 5616  | 25         | Scotch Pine        | Pinus sylvestris | 5472  | Scotch Pine | Pinus sylvestris |
| 5617  | 25         | Scotch Pine        | Pinus sylvestris | 5473  | Scotch Pine | Pinus sylvestris |
| 5618  | 25         | Scotch Pine        | Pinus sylvestris | 5474  | Scotch Pine | Pinus sylvestris |
| 5619  | 25         | Scotch Pine        | Pinus sylvestris | 5475  | Scotch Pine | Pinus sylvestris |
| 5620  | 25         | Scotch Pine        | Pinus sylvestris | 5476  | Scotch Pine | Pinus sylvestris |
| 5621  | 25         | Scotch Pine        | Pinus sylvestris | 5477  | Scotch Pine | Pinus sylvestris |
| 5622  | 25         | Scotch Pine        | Pinus sylvestris | 5478  | Scotch Pine | Pinus sylvestris |
| 5623  | 25         | Scotch Pine        | Pinus sylvestris | 5479  | Scotch Pine | Pinus sylvestris |
| 5624  | 25         | Scotch Pine        | Pinus sylvestris | 5480  | Scotch Pine | Pinus sylvestris |
| 5625  | 25         | Scotch Pine        | Pinus sylvestris | 5481  | Scotch Pine | Pinus sylvestris |
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| 5627  | 25         | Scotch Pine        | Pinus sylvestris | 5483  | Scotch Pine | Pinus sylvestris |
| 5628  | 25         | Scotch Pine        | Pinus sylvestris | 5484  | Scotch Pine | Pinus sylvestris |
| 5629  | 25         | Scotch Pine        | Pinus sylvestris | 5485  | Scotch Pine | Pinus sylvestris |
| 5630  | 25         | Scotch Pine        | Pinus sylvestris | 5486  | Scotch Pine | Pinus sylvestris |
| 5631  | 25         | Scotch Pine        | Pinus sylvestris | 5487  | Scotch Pine | Pinus sylvestris |
| 5632  | 25         | Scotch Pine        | Pinus sylvestris | 5488  | Scotch Pine | Pinus sylvestris |
| 5633  | 25         | Scotch Pine        | Pinus sylvestris | 5489  | Scotch Pine | Pinus sylvestris |
| 5634  | 25         | Scotch Pine        | Pinus sylvestris | 5490  | Scotch Pine | Pinus sylvestris |
| 5635  | 25         | Scotch Pine        | Pinus sylvestris | 5491  | Scotch Pine | Pinus sylvestris |
| 5636  | 25         | Scotch Pine        | Pinus sylvestris | 5492  | Scotch Pine | Pinus sylvestris |
| 5637  | 25         | Scotch Pine        | Pinus sylvestris | 5493  |             |                  |



OAKLAND COUNTY WATER RESOURCES COMMISSION  
SOIL EROSION AND SEDIMENTATION CONTROL DETAILS

- SI-2A LOW POINT INLET FILTER
- SI-4A CURB AND GUTTER INLET FILTER ALTERNATE "A"
- SP-2 SILT FENCE
- SO-2 TEMPORARY DETENTION BASIN OUTLET STONE FILTER

PERMANENT SEEDING GUIDE

| PREPARED AND/OR MAINT       | APR | MAY | JUN | JUL | AUG | SEP | OCT | ZONE 1 |
|-----------------------------|-----|-----|-----|-----|-----|-----|-----|--------|
| WITHOUT FERTILIZER OR MULCH |     |     |     |     |     |     |     |        |

TEMPORARY SEEDING GUIDE

| TYPE OF SEED                               | ZONE 1 |     |     |     |     |     |     |  |
|--------------------------------------------|--------|-----|-----|-----|-----|-----|-----|--|
|                                            | APR    | MAY | JUN | JUL | AUG | SEP | OCT |  |
| SPRING GRASS (DAKOTA) OR DOMESTIC KYRGRASS |        |     |     |     |     |     |     |  |
| SLUDGRASS                                  |        |     |     |     |     |     |     |  |
| RYE OR PERENNIAL RYE                       |        |     |     |     |     |     |     |  |
| WHEAT                                      |        |     |     |     |     |     |     |  |

NOTE: TO BE FILLED OUT BY CONTRACTOR

| CONSTRUCTION SEQUENCE    | SOIL EROSION/SEDIMENTATION CONTROL OPERATION TIME SCHEDULE |     |     |     |     |     |     |     |     |     |     |     |
|--------------------------|------------------------------------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|                          | JAN                                                        | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
| TEMP. CONTROL MEASURES   |                                                            |     |     |     |     |     |     |     |     |     |     |     |
| STORM FACILITIES         |                                                            |     |     |     |     |     |     |     |     |     |     |     |
| TEMP. CONSTRUCTION ROADS |                                                            |     |     |     |     |     |     |     |     |     |     |     |
| PERM. CONTROL MEASURES   |                                                            |     |     |     |     |     |     |     |     |     |     |     |
| FINISH GRADING           |                                                            |     |     |     |     |     |     |     |     |     |     |     |

CONSTRUCTION SEQUENCE

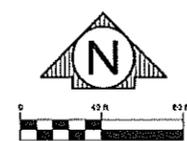
1. IMPLEMENTATION OF TEMPORARY EROSION CONTROL MEASURES, SELECTIVE GRADING, OVERSEEDS AS REQUIRED IN FIELD, PROTECTION OF STORM SEWER FACILITIES.
2. EXCAVATION AND STOCKPILING OF SOIL.
3. IMPLEMENTATION OF TEMPORARY EROSION CONTROL MEASURES, SELECTIVE GRADING, OVERSEEDS AS REQUIRED IN FIELD, PROTECTION OF STORM SEWER FACILITIES.
4. PERFORM MAINTENANCE OF AFFECTED DROUGH CONTROL MEASURES.
5. PERMANENT MEASURES: FINAL GRADING, SEEDING AND MULCHING.

LEGAL DESCRIPTION

31525 W 12 MILE ROAD  
PN 23-13-201-210

PROPERTY DESCRIPTION  
TH. SEC 15 PART OF NE 1/4 SEC AT PT 651 S 89-57-33 W 340 FT & S 89 FT FROM NE SEC COR. TH S 150 FT, TH N 89-57-30 E 569 FT, TH S 89 88 FT, TH S 89-57-30 W 167.49 FT, TH S 154.13 FT, TH S 52-20-36 W 57.13 FT, TH W 124.16, TH S 52-24-36 W 376.33 FT, TH S 89-57-30 W 2.48 FT, TH N 837.50 FT, TH N 89-57-30 E 357.89 FT TO BEG EPC E 42 FT OF N 125 FT 4.55 A

LEGAL DESCRIPTION AS SURVEYED  
A PARCEL OF LAND IN THE NORTHEAST 1/4 OF SECTION 15, T14N, R10E, FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 15, THENCE S89°56'55"W 382.84 FEET ALONG THE NORTH LINE OF SAID SECTION, THENCE S02°35'05"E 80.00 FEET FOR A POINT OF BEGINNING, THENCE S92°52'35"E 125.00 FEET, THENCE N87°02'42"E 42.00 FEET THENCE S82°59'35"E 25.00 FEET, THENCE N87°02'42"E 278.82 FEET TO THE WEST RIGHT OF WAY LINE OF ORCHARD LAKE ROAD, THENCE S02°44'02"E 89.65 FEET ALONG SAID RIGHT OF WAY, THENCE S87°06'55"W 183.96 FEET, THENCE S02°50'35"E 154.13 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF I-656, THENCE ALONG SAID RIGHT OF WAY THE FOLLOWING FOUR COURSES: S45°30'01"W 57.13 FEET, S 87°02'25"W 124.18 FEET, S49°25'50"W 376.33 FEET AND S87°16'35"W 2.48 FEET, THENCE N27°52'55"W 613.33 FEET TO THE SOUTH RIGHT OF WAY OF 12 MILE ROAD, THENCE N87°06'55"E 315.83 FEET ALONG SAID RIGHT OF WAY TO THE POINT OF BEGINNING, CONTAINING 4.51 ACRES.



PLAN DATE: JULY 2022  
PROJECT MGR: PTO  
REVIEWER: REH  
SCALE: 1"=40'

ROWE PROFESSIONAL SERVICES COMPANY  
O: (248) 675-1096  
F: (800) 974-1704  
www.rowepss.com



PREPARED FOR  
**MANOR SENIOR LIVING LLC**  
**COMFORT CARE SENIOR LIVING P.U.D.**  
THE CITY OF FARMINGTON HILLS, MICHIGAN  
PROPOSED CONDITIONS SESC PLAN SHEET

| PLAN SUBMITTALS AND CHANGES |                         |
|-----------------------------|-------------------------|
| CONFORMANCE PLANS           |                         |
| DATE                        | DESCRIPTION             |
| N/A                         | ISSUED FOR BIDS         |
| 7-16-22                     | ISSUED FOR CONSTRUCTION |

REV:  
SHT# **C6.0**  
JOB No: 20F0071





Douglas Boehm  
Director of Acquisitions and Development  
Comfort Care Senior Living  
March 25<sup>th</sup>, 2024

### *Project Narrative*

#### **Objective:**

To seek approval of a Planned Unit Development (P.U.D.) of the subject parcel.

The proposed project will redevelop the Radisson hotel into a 131-unit senior independent living complex. The current P.U.D that was approved on November 29<sup>th</sup>, 2021 included the following unit count: 21 studio sized units within its Memory Care section. The remaining units (107) will be split into studio, one-bedroom, and two-bedroom apartments that can be used either as independent or assisted living, depending on the demand. After consulting with the City of Farmington Hills and the current Michigan Building Code, we are proposing all 131-unit be designated as Independent Living to comply with our proposed building code use.

This project will reduce the on-site parking, maintain a commercial drive on to Twelve Mile Road, add a second access to Orchard Lake Rd., and reuse the existing storm sewer system on the property. As the project is currently under construction, we would like to continue the use of previously approved 85 parking spaces. We believe that 85 parking spaces will be an ample number of spaces for our residents, staff, and friends and family. We are seeking a waiver for the 85 parking spaces to remain in its place of the would be required 140 spaces that would be needed for the use of Independent Living.

The project will be developed in conformance with the City's ordinances for Planned Unit Developments (P.U.D.).

#### **Parcel Information:**

Property Address: 31525 W Twelve Mile Road Permanent Parcel Number: 22-23-15-201-270

#### **Neighborhood:**

The parcel is currently used as a hotel, and the proposed use is a mixture of assisted and independent senior living. The adjacent parcels are as follows:

- - North: Zoned B3 & B4 – currently developed as retail / strip mall.

- - East: Zoned B3 – currently developed as restaurant / auto service.
- - South: I-696.
- - West: Zoned RC-2 – currently developed as residential condominium.

**Parking:**

The removal of existing parking spaces allows for the creation of substantial new green space that is lacking on the current site. The landscape plan as submitted will provide screening of the use from the street and freeway, as well as improve the appearance of the property for those traversing on both 12 Mile Rd. and Orchard Lake Rd.

**Paragraph 34-3.20.2.E.** of the ordinance provides several objectives of the City, of which the proposal must meet at least one. The proposal will meet the following provisions:

ii. The proposal would create a permanent land use pattern that is compatible with and will protect the adjacent existing uses. The proposal will provide an appropriate transition between the existing multiple-family use (existing RC-3) located to the west by reducing traffic and parking density, to be replaced with green space. The proposed use will not result in any detriment to the existing commercial uses to the east.

iv. Similar to Paragraph ii., the proposal would create an alternate use for the parcel to provide a transition buffer to an existing residential area.

vii. The proposal will foster the aesthetic appearance of the City through quality site development by enacting the provision of trees and landscaping beyond minimum requirements.

viii. Given the current change in demand for hotels in this area, the proposal will bring about the redevelopment of the site where an orderly change of use is desirable.

**Summary:**

We request that the City considers this parcel for P.U.D. classification.

This classification will permit:

- Creation of additional aesthetic improvements, greenspace areas and trails, ultimately preserving and enhancing the existing natural features.
- Reduction in the number of parking spaces to be consistent with the proposed use and the Owner's experience with similar facilities.
- Harmonious and consistent use with adjacent zoning and land uses, transitioning from residential / condominium to the more retail / commercial uses.
- Orderly redevelopment of the site in accordance with the City's ordinances and plans.
- Redevelopment of the site in a manner that utilizes existing public utilities without creating a burden on public facilities.
- Potential redevelopment that could spur improvements to the transportation infrastructure.



Comfort Care Senior Living

Fire Marshal Jason Baloga  
City of Farmington Hills Fire Department  
31455 W. Eleven Mile Road  
Farmington Hills, MI 48336

May 20<sup>th</sup>, 2024

Re: Building Clarification

Fire Marshal Baloga,

31525 W. 12 Mile Rd., Farmington Hills, MI will be a R-2 Building Use. The residents of this building will be provided with boarding, hospitality, dining, and activities for enjoyment. The intended purpose for this building will be a boarding house building. We will not be providing any type of custodial or medical care to our residents. There are three (3) barrier-free resident units on the first floor per the requirements of the Michigan Building Code.

Thank you,

Douglas Boehm  
Director of Development and Acquisitions  
Comfort Care Senior Living LLC  
Farmington Hills Real Estate LLC

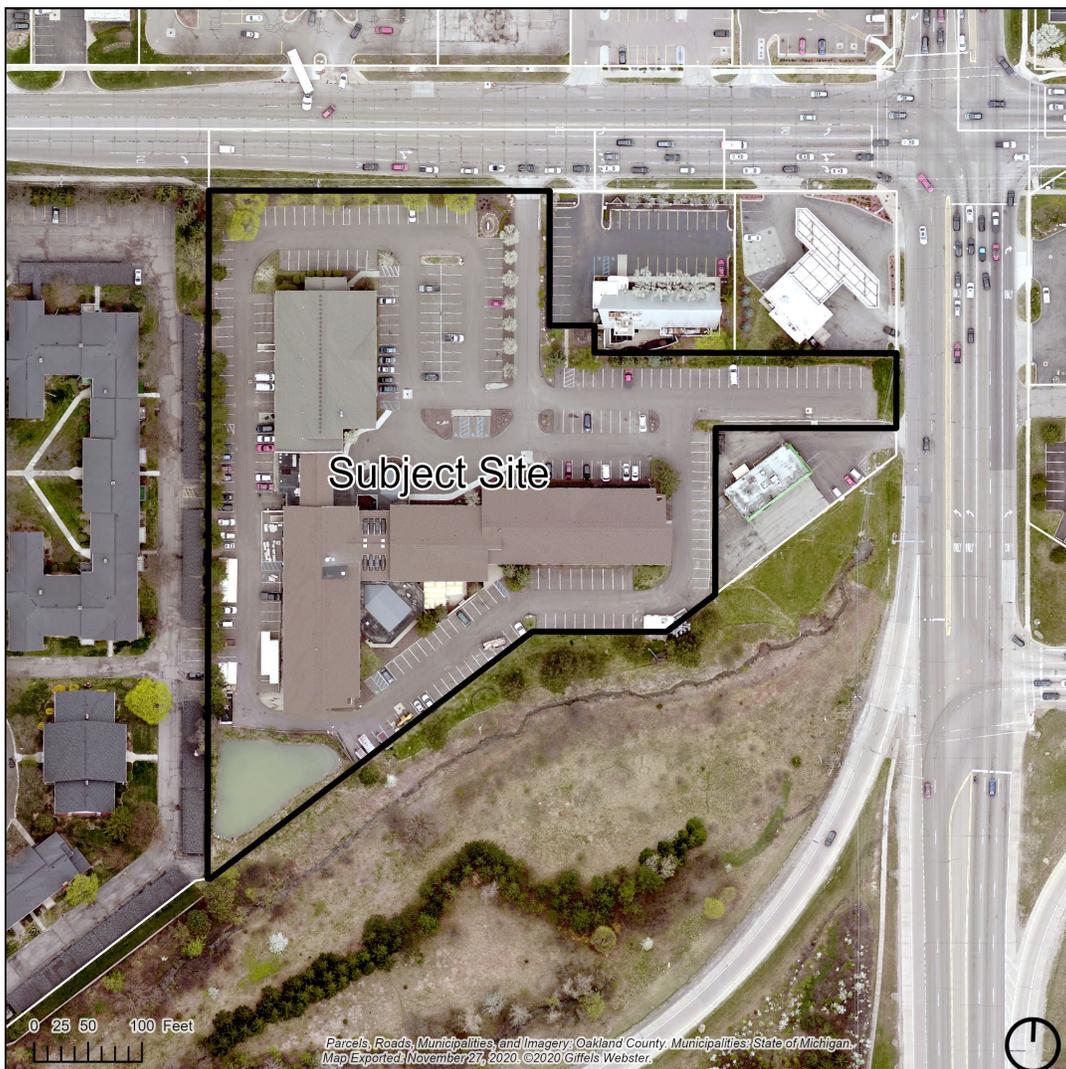
May 9, 2024

Farmington Hills Planning Commission  
31555 W 11 Mile Rd  
Farmington Hills, MI 48336

## PUD Amendment Qualification

Case: Amendment to PUD 1, 2021  
Site: 31525 12 Mile Rd (Parcel ID 22-23-15-201-270)  
Applicant: Comfort Care  
Application Date: 3/22/2024  
Zoning: ES Expressway Service w/ PUD

We have completed a review of the application for PUD qualification referenced above and a summary of our findings is below. Items in **bold** require specific action by the Applicant. Items in *italics* can be addressed administratively.



## SUMMARY OF FINDINGS

### Existing Conditions

1. **Zoning.** The site is currently zoned ES Expressway Service and is part of PUD 1, 2021.
2. **Existing site.** The site is 4.96 acres and is developed with a three-story hotel with access to 12 Mile Road via a single driveway.
3. **Adjacent Properties.**

| Direction | Zoning | Land Use                 |
|-----------|--------|--------------------------|
| North     | B-4    | Commercial               |
| East      | ES     | Restaurants, gas station |
| South     | I-696  | Highway interchange      |
| West      | RC-2   | Multi-family development |

4. **Site configuration and access.** The site is accessible from 12 Mile Road via one driveway, with an approved, under-construction connection to Orchard Lake Road.

### PUD Amendment:

The applicant proposes to amend the PUD to make all 131 units independent living, whereas the approved PUD contains a mix of 21 studio memory care units, 51 assisted living units, and 56 independent living units (11 studios, 41 one-bedroom units, and 4 two-bedroom units).

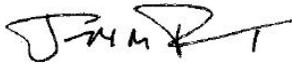
Per Section 34-3.20.5.G, “Proposed amendments or changes to an approved PUD plan shall be submitted to the planning commission. The planning commission shall determine whether the proposed modification is of such minor nature as not to violate the area and density requirements or to affect the overall character of the plan, and in such event may approve or deny the proposed amendment. If the planning commission determines the proposed amendment is material in nature, the amendment shall be reviewed by the planning commission and city council in accordance with the provisions and procedures of this section as they relate to final approval of the Planned Unit Development.”

In addition to the unit mix, the degree of relief from parking requirements has changed with it (with the previous unit mix, the required number of spaces was 83, and 95 were provided). Site plans included with this submission, dated 3/22/24, provide the following unit mix, all independent living: 47 studios, 84 one-bedroom units. The revised plan states that 81 spaces are required, though it is not clear how this number was reached. If none of the 131 units have kitchen facilities, 0.75 spaces per unit are required, which produces a total requirement of 98 spaces. The applicant now proposes 85 spaces; the applicant is requesting relief from the parking requirement to provide 13 fewer spaces than required.

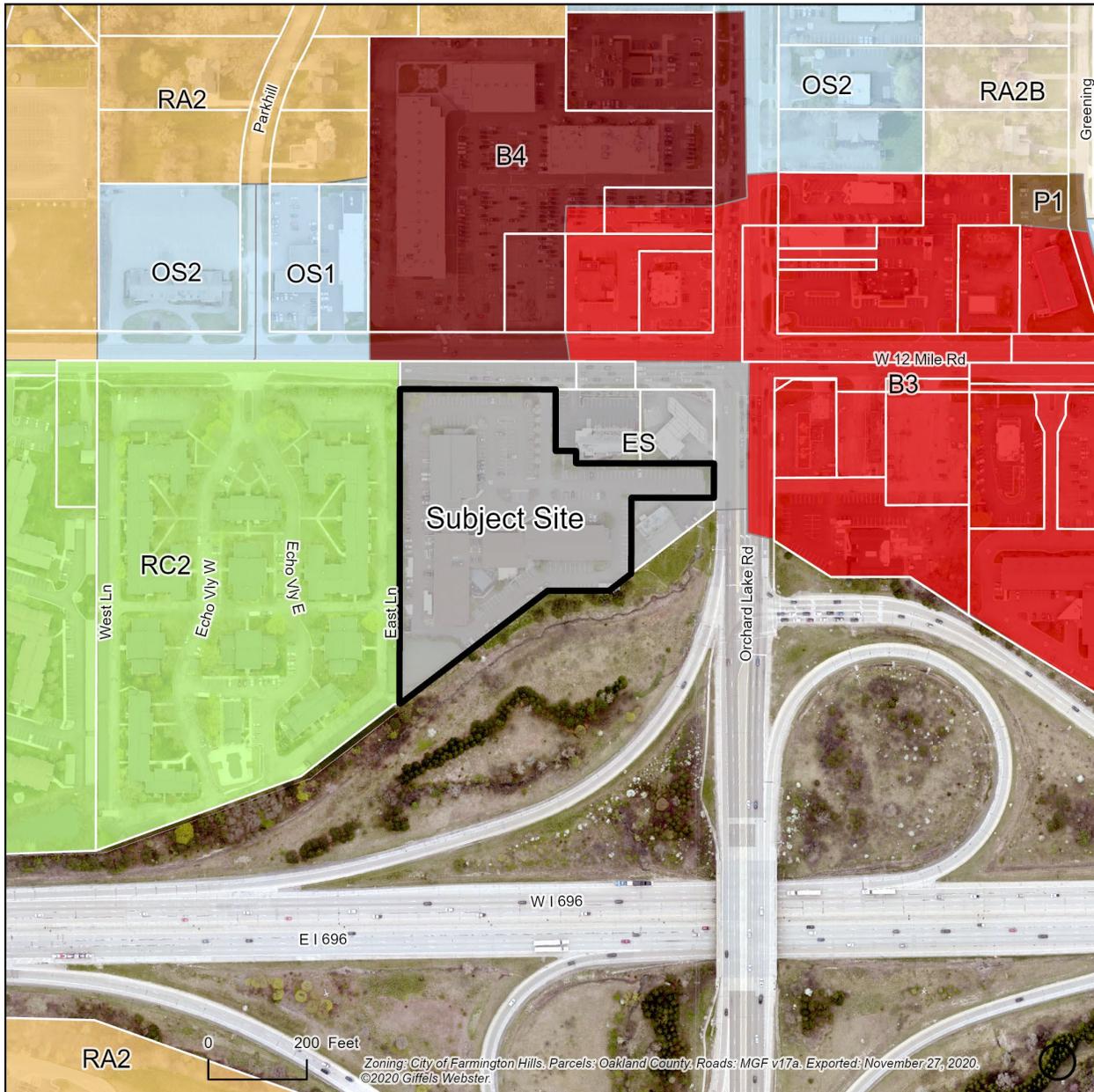
This is a major amendment, and therefore subject to a public hearing and final City Council approval.

We are available to answer questions.

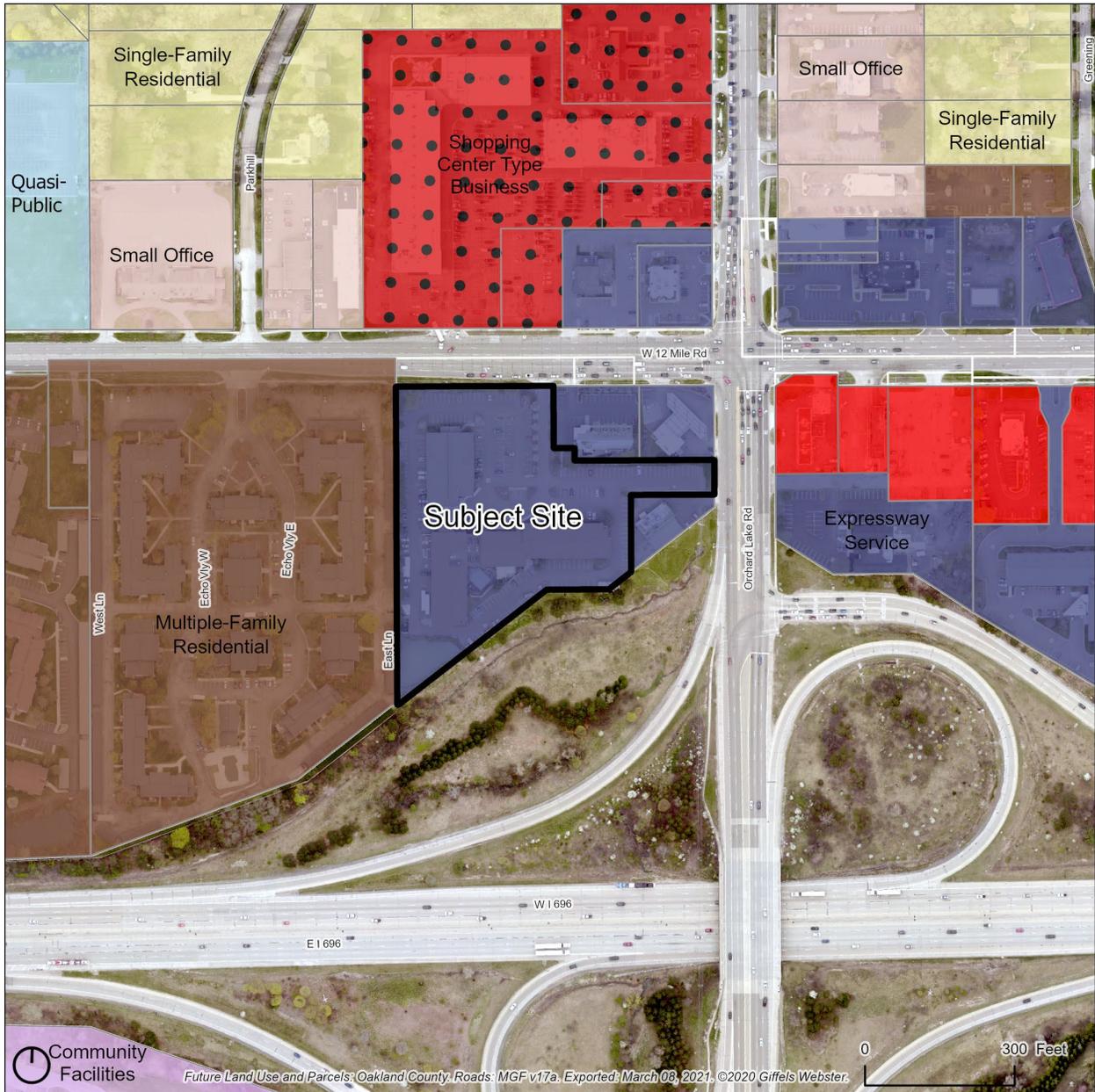
Respectfully,  
Giffels Webster



Joe Tangari, AICP  
Principal Planner



Current zoning



Future Land Use



DEPARTMENT OF PUBLIC SERVICES  
JACOB RUSHLOW P.E., DIRECTOR

INTEROFFICE CORRESPONDENCE

**DATE:** April 8, 2024  
**TO:** Planning Commission  
**FROM:** James Cubera, City Engineer  
**SUBJECT:** Comfort Care Senior Living  
Revised PUD 1, 2021  
PJ #: 15-21-51 SP#: 54-2-2021  
31525 12 Mile Road  
22-23-15-201-270

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This office has performed a preliminary review of the above referenced plan submitted to the Planning Department on March 25, 2024. We have met with the Planning Department and note that there are no proposed site changes from the approved plan. Therefore, we have no additional comments at this time.



# FIRE

## FARMINGTON HILLS



### INTEROFFICE CORRESPONDENCE

**DATE:** April 4, 2024  
**TO:** Planning Commission  
**FROM:** Jason Baloga, Fire Marshal  
**SUBJECT:** PUD Qualification 1-2021 (31525 Twelve Mile)  
Comfort Care Senior Living

The Fire Department has no objection to the qualification of this proposed project; however, the Planning Department should consider the impact of senior living facilities as they relate to Fire Department operations. A recent study of senior care facilities in Farmington Hills has found an average of one (1) medical incident per year, per bed; therefore, by using this average, this project will increase the Fire Department's run volume by the number of beds proposed in this facility.

1. Sites shall be designed to accommodate fire apparatus with a 50' turning radius.
2. The current plans do not clearly show existing hydrant coverage to be verified. The Fire Department prefers adding a hydrant on the north side of the new access drive off Orchard Lake Road near the lot line between the Mobile and restaurant.
3. Ensure that Item #3 Item I and J referencing elevators and generators are adhered to in the PUD agreement. **Proponent has not discussed this with the Fire department.**
  - i. "An onsite generator or other form of fire department approved long-term emergency power shall be provided to the building."
  - j. "At least one accessible elevator large enough to accommodate a cot in the supine position and sufficient emergency personnel and equipment to ensure proper care can be provided to critical patients when transporting patients from the building."
4. A written description of services provided to residents shall be provided to the Fire Department to help determine State/Local jurisdiction requirements. **This has not been satisfied since originally requested in 2021.**
5. EV Chargers shall be installed according to all applicable codes and NFPA Standards. EV Chargers shall have disconnected signage approved by the Fire Department and electrical inspector.
6. Any interior modifications shall be subject to applicable permits through the City's Building Department.

7. An entire re-review will be required of the sprinkler system, fire alarm system, and proposed Kitchen Suppression Systems in their entirety, based on the change of use and interior alterations made which may affect the systems.
8. Re-acceptance tests shall be required for kitchen, fire alarm and suppression systems.
9. An Emergency Responder Radio Coverage system shall be required if it is determined that signal strength is not adequate.
10. The minimum clearance between the finished roadway surface and any overhead obstruction shall be 13' 6".
11. The Fire Department Connection (FDC) shall be a 5" Storz with a 30° downturn. The location of the FDC shall be approved by the Fire Department.
12. If a fire pump is required, a diesel pump or on-site generator shall be provided; DTE is not considered a reliable power source.
13. In multiple story building, provide floor control valves with water flow and tamper switches for each floor.
14. No parking fire lane signs shall be posted and strictly enforced.
15. The building shall be properly maintained and in accordance with Fire Prevention Code requirements.



Jason Baloga, Fire Marshal

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
APRIL 18, 2024, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Trafelet at 7:30 p.m.

**ROLL CALL**

Commissioners present:           Aspinall, Brickner, Mantey, Trafelet, Stimson, Varga, Ware

Commissioners Absent:           Countegan, Grant

Others Present:                   City Planner Perdonik, Staff Planner Canty, Staff Engineer Alexander,  
City Attorney Schultz, Planning Consultants Tangari and Upfal

**APPROVAL OF THE AGENDA**

**MOTION by Brickner, support by Aspinall, to approve the agenda as submitted.**

**Motion passed unanimously by voice vote.**

**E. AMEND PUD 1, 2021, INCLUDING REVISED SITE PLAN 54-2-2021**

LOCATION:                   31525 Twelve Mile Road  
PARCEL I.D.:               22-23-15-201-270  
PROPOSAL:                 Conversion of hotel building into independent living facility in  
ES, Expressway Service zoning district  
ACTION REQUESTED:     Set for Public Hearing  
APPLICANT:               Farmington Hills Real Estate, LLC  
OWNER:                    Farmington Hills Real Estate, LLC

Douglas Boehm, Comfort Care Senior Living, was present on behalf of this application for a PUD Amendment. Mr. Boehm made the following points:

- The original PUD was approved in December 2021. They were currently in the construction phase, and hope to be finished by summer 2024.
- The requested amendment would be to allow all the units to be independent living. The prior approval was for a combination of assisted living, memory care, and independent living.
- A new cover sheet had been submitted just prior to tonight's meeting. The updated cover sheet shows the breakdown of each unit type on each floor of the facility. The number of rooms, footprint, and parking have not changed.
- The reason the PUD Amendment is necessary is because the project is allowed under an R-2 building permit, but assisted living and memory care are not allowed in the R-2 district. Those uses are allowed in the R-3 District. The recommendation of City Council was to redo the application to the R-3 use, or ask for the PUD to be amended to remove assisted living and memory care, which is what the applicants have done. Assisted living services and memory care can still be provided on site by contracted home care companies, hospice company, etc., to people living in their independent living apartments.

Planning Commission discussion and action:

In response to a question, City Attorney Schultz explained that this change constituted a change in use from what was originally approved, and therefore was a major change to the PUD.

In response to questions, the applicants explained that they were licensed and inspected by the State; they could not re-institute assisted living and memory care without first coming back to the Planning Commission, and also seeking approval from the State.

Chair Trafelet pointed out the long list of deficiencies listed in the Fire Marshal's April 4, 2024 memorandum. This building had wood construction, and the Fire Marshal's concerns must be resolved. Some of the concerns had been called out for some time, dating from 2021.

Mr. Boehm affirmed that they would resolve all Fire Marshal concerns.

**MOTION by Mantey, support by Stimson, that proposed amendment to PUD 1, 2021, including Site Plan 54-2-2021, submitted by Farmington Hills Real Estate, LLC, dated March 25th, 2024, be set for public hearing for the Planning Commission's next available regular meeting agenda.**

**Motion passed unanimously by voice vote.**

**APPROVAL OF MINUTES**

**March 21, 2024, Special Meeting, and March 21, 2024  
Regular Meeting**

**MOTION by Varga, support by Brickner, to approve the March 21, 2024 Special Meeting minutes, and March 21, 2024 Regular Meeting minutes as submitted.**

**Motion carried unanimously by voice vote.**

**PUBLIC COMMENT**

None.

**COMMISSIONER/STAFF COMMENTS**

Chair Trafelet thanked staff for their work on the Master Plan, and for the good work on providing support for this evening's long agenda.

**ADJOURNMENT**

**Motion by Trafelet, support by Aspinall, to adjourn the meeting.**

**Motion carried unanimously by voice vote.**

The meeting was adjourned at 9:33pm.

Respectfully Submitted,  
Kristen Aspinall  
Planning Commission Secretary

/cem

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
MAY 16, 2024, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Trafelet at 7:30 p.m.

**ROLL CALL**

Commissioners present:           Aspinall, Countegan, Grant, Trafelet, Stimson, Varga, Ware  
Commissioners Absent:           Brickner, Mantey  
Others Present:                   Staff Planner Canty, City Attorney Schultz, Planning Consultants  
                                          Tangari and Upfal

**APPROVAL OF THE AGENDA**

**PUBLIC HEARING**

**A. AMEND PUD 1, 2021, INCLUDING REVISED SITE PLAN 54-2-2021**

LOCATION:                           31525 Twelve Mile Road  
PARCEL I.D.:                       22-23-15-201-270  
PROPOSAL:                         Conversion of hotel building into independent living facility in  
                                          ES, Expressway Service zoning district  
ACTION REQUESTED:           Recommendation to City Council  
APPLICANT:                       Farmington Hills Real Estate, LLC  
OWNER:                             Farmington Hills Real Estate, LLC

**Applicant presentation**

Douglas Boehm, Comfort Care Senior Living, was present on behalf of this request to amend PUD 1, 2021, including Revised Site Plan 54-2-2021, for conversion of a hotel building into an independent living facility. Mr. Boehm made the following points:

- City Council approved the Final Site Plan in November, 2021.
- Renovation started in 2022.
- The words “memory care” and “assisted living” need to be replaced with “independent living” in all PUD documents. Only independent living units will be on the site.

In response to questions, Mr. Boehm provided the following additional information:

- The units will be marketed to individuals 55 and older, but would also be open to others in order to meet Fair Housing requirements.
- The site would contain 131 units.

Planners Review

Referencing the May 9, 2024 Giffels Webster memorandum, Planning Consultant Tangari gave the background and review for this request for a PUD amendment.

- The request was to modify an approved PUD for a five-acre site near Twelve Mile and Orchard Lake Roads.
- The applicant proposes to amend the PUD to make units independent living, whereas the approved PUD contains a mix of 21 studio memory care units, 51 assisted living units, and 56 independent living units.
- The amendment would result in 131 independent living units, split into 47 studios and 84 one-bedroom units.
- The parking requirement for the approved PUD was 81 spaces. Based on the standard of 0.75 spaces per unit for independent living with no kitchen facilities, the amended parking requirement would be 98 spaces. This requirement differed from a statement of 81 spaces in the revised site plan.
- The applicant was proposing 85 parking spaces on site which would require relief from the parking requirement as part of the revised PUD agreement.

In response to questions, Mr. Boehm provided the following additional information:

- The proper building use term for the site is “boarding house.”
- Units would have a small kitchenette without a stove or oven. Stove top units could be added by residents.
- 24-hour dining services would be available, but there would be no medical or custodial care provided by the facility.

Chair Trafelet opened the public hearing.

As no public indicated they wished to speak on this matter, Chair Trafelet closed the public hearing and brought the matter back to the Commission.

Chair Trafelet pointed out that there was long grass and an unscreened retention pond currently on site. Mr. Boehm indicated that both issues would be resolved.

In response to further questions, Mr. Boehm provided the following:

- Construction would resume after the amendment was approved.
- Building elevators would accommodate a gurney.
- Units would not be subsidized.
- Units would meet ADA building codes.
- Requirements of the previous PUD agreement were met.

**MOTION by Stimson, support by Varga, to recommend to City Council that the application to amend PUD 1, 2021, including Revised Site Plan 54-2-2021, dated March 25, 2024 submitted by Farmington Hills Real Estate, LLC, be APPROVED, because the plans are consistent with the goals, objectives, and policies of the Master Plan and applicable provisions of the Planned Unit Development Option in Section 34-3.20 of the Zoning Ordinance,**

**Subject to:**

- **Modifications of Zoning Ordinance requirements as indicated on the proposed plan.**

**And with the following additional recommendation:**

- **The Planning Commission recommends granting relief from the parking requirement to provide 13 fewer spaces than required.**

**Motion passed unanimously by voice vote.**

**REGULAR MEETING**

**PUBLIC COMMENT**

Duke Orr noted that for 20 years Commissioner Mantey supported wetlands regulations and sidewalks, and progress had been made in those areas.

**COMMISSIONER/STAFF COMMENTS**

Commissioner Grant wished all mothers a belated Happy Mother's Day.

**ADJOURNMENT**

**Motion by Grant, support by Ware, to adjourn the meeting.**

**Motion carried unanimously by voice vote.**

The meeting was adjourned at 8:10pm.

Respectfully Submitted,  
Kristen Aspinall  
Planning Commission Secretary

/cem

**CITY OF FARMINGTON HILLS  
CITY COUNCIL PUBLIC HEARING NOTICE**

[www.fhgov.com](http://www.fhgov.com)

**DATE:** June 24, 2024  
**TIME:** 7:30 P.M.  
**PLACE:** Farmington Hills City Hall, City Council Chamber  
31555 W. Eleven Mile Rd., Farmington Hills, MI 48336  
**ITEM:** Amend Planned Unit Development 1, 2021, including Revised Site Plan 54-2-2021

The City of Farmington Hills City Council shall formally consider an amendment to Planned Unit Development 1, 2021, including Revised Site Plan 54-2-2021, dated March 25, 2024, submitted by Farmington Hills Real Estate, LLC, seeking approval of a conversion of a hotel building into an independent living facility within the ES, Expressway Service zoning district.

The subject property is located at 31525 Twelve Mile Road at the southwest intersection of Twelve Mile Road and Orchard Lake Road, and being more particularly described as: Parcel Identification Number: 22-23-15-201-270, City of Farmington Hills, Oakland County, Michigan.

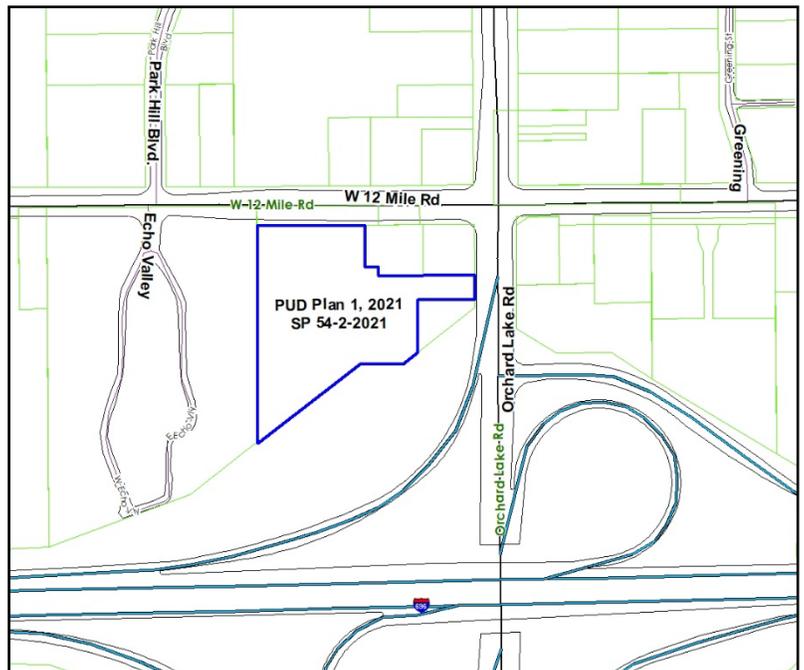
Any interested person is invited to comment on the request in person at the scheduled hearing, or written comments may be submitted to the City of Farmington Hills Planning Office at 31555 W. Eleven Mile Road, Farmington Hills, Michigan 48336, or [ckettler@fhgov.com](mailto:ckettler@fhgov.com), prior to the hearing. The application may be reviewed at the Planning Office between 8:30 a.m. and 4:30 p.m., Monday through Friday.

Charmaine Kettler-Schmult  
Director of Planning and Community  
Development

Email: [ckettler@fhgov.com](mailto:ckettler@fhgov.com)  
Phone: (248) 871-2540  
Publish: June 8, 2024

**Procedures for accommodations for persons with disabilities:**

The City will be following its normal procedures for accommodation of persons with disabilities. Those individuals needing accommodations for effective participation in this meeting should contact the City Clerk at (248) 871-2410 at least two (2) working days in advance of the meeting. An attempt will be made to make reasonable accommodations.





## **Inter-Office Correspondence**

**DATE:** June 24, 2024

**TO:** Gary Mekjian, City Manager

**FROM:** Charmaine Kettler-Schmult, Director of Planning and Community Development

**SUBJECT:** Zoning Text Amendment (“ZTA”) 1, 2024 – Addressing the Area of Electronic Display Areas – City Council Second Reading

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### **Background:**

An Electronic Display Area (“EDA”) “is a sign that is capable of displaying words, symbols, figures or images that can be electronically changed by remote or automatic means” (International Sign Association, 2024).

There appear to be two (2) particularly noteworthy existing examples of large EDAs within the City of Farmington Hills:

- (1) On the west side of M-5, just north of Grand River Avenue (378 square feet in area per face); and
- (2) On the west side of I-275, just south of Ten Mile Road (360 square feet in area per face).

Presently, there is no limitation on the area of EDAs within Farmington Hills apart from that for conventional signs. As a result, an EDA could be up to one-hundred-and-fifty (150) square feet in area within the ES, Expressway Service District and three hundred (300) square feet within the LI-1, Light Industrial District.

Draft ZTA 1, 2024 would limit the permitted area of a sign that can be EDA to thirty (30) percent of the total sign area or thirty (30) square feet, whichever is larger (see [attached](#) draft ordinance).

Reasons for limiting the area of EDAs include, but are not limited to, reducing light pollution, prioritizing the safety of motorists, minimizing the potential for visual blight, encouraging less energy consumption, and considering the challenging nature of enforcement.

Please see the City Planner’s April 5, 2024, memorandum to the Planning Commission [attached](#), which includes a comprehensive overview of the context within which staff and the Planning Commission brought draft ZTA 1, 2024 forward. Such memorandum includes photo examples of large EDAs within Farmington Hills and other parts of Southeast Michigan, maps showing potential locations where large EDAs might be erected within Farmington Hills, and a basic statistical analysis of a sample of thirteen (13) municipalities’ regulations regarding EDAs to put draft ZTA 1, 2024 in context, among other important background information.

**Procedural History:**

- March 21, 2024 – Planning Commission passes motion (7-1) setting item for public hearing (**minutes**)
- April 18, 2024 – Following a public hearing, Planning Commission unanimously passes motion recommending to City Council that draft ZTA 1, 2024 be adopted (**minutes**)
- May 13, 2024 – Following a public hearing, City Council unanimously passes motion approving introduction (first reading) of draft ZTA 1, 2024 (**minutes**)

**Attachments:**

- **City Planner’s memorandum to the Planning Commission, dated April 5, 2024**
- **Draft Ordinance**
- **March 21, 2024, Planning Commission meeting minutes**
- **April 18, 2024, Planning Commission meeting minutes**
- **May 13, 2024, City Council meeting minutes**

ORDINANCE NO. C-\_\_\_\_\_ -2024

CITY OF FARMINGTON HILLS  
OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND THE FARMINGTON HILLS CODE OF ORDINANCES, CHAPTER 34, "ZONING," ARTICLE 5.0, "SITE STANDARDS," SECTION 5.5, "SIGNS," TO INCLUDE A NEW SUBSECTION 3.A.ix.h ADDRESSING THE AREA OF ELECTRONIC DISPLAY AREAS.

THE CITY OF FARMINGTON HILLS ORDAINS:

Section 1 of Ordinance. Ordinance Amendment.

The Farmington Hills City Code, Chapter 34, "Zoning," Article 5.0, "Site Standards," Section 5.5, "Signs," is hereby amended to add a new Subsection 3.A.ix.h and shall hereafter read as follows:

**Section 5.5. Signs**

1. [Unchanged.]
2. [Unchanged.]
3. Specific Regulations for Permanent Signs.
  - A. Freestanding Signs. Freestanding signs are permitted within the various use districts subject to the following conditions:
    - i. Such signs shall be limited to one (1) per zoning lot containing an occupied building that has a valid certificate of occupancy, unless otherwise provided for below.
    - ii. Freestanding signs shall be located in the freestanding sign zone, which is an area in the front yard of any lot no closer than five (5) feet to the right-of-way line and no further than 25 feet from the right-of-way line. The city may permit an extension of the sign zone to 35 feet from the right-of-way line in those instances where a marginal access easement or similar restriction exists along the frontage adjacent to the proposed freestanding sign.
    - iii. The number of freestanding signs permitted on a zoning lot shall be governed as follows:
      - a. In non-residential zoning districts, the maximum number of freestanding signs permitted within the freestanding sign zone shall be three. When only one freestanding sign is provided, it shall be the principal sign. If more than one freestanding sign is provided, one shall be designated by the applicant as the principal sign and any others (up to two additional) shall be secondary signs. The maximum size of a secondary sign is four (4) square feet and the maximum

height is 32 inches. The total area of all freestanding signs combined shall not exceed the maximum sign area permitted in 34-5.5.3.A.iv. below.

- b. Freestanding signs shall be placed in a manner consistent with state law but in no case shall they be less than twenty (20) feet apart.
  - c. On a corner lot that has at least three hundred (300) feet of frontage on each of two (2) major or secondary thoroughfares, one additional principal freestanding sign may be permitted in the freestanding sign zone provided that only one principal sign is oriented toward each thoroughfare.
  - d. Where the zoning lot, not a corner lot, has frontage on two (2) major or secondary thoroughfares and has vehicular access via both such thoroughfares, one additional principal freestanding sign may be permitted provided that only one principal sign is oriented toward each thoroughfare.
  - e. Where the zoning lot has greater than three hundred (300) feet of frontage on a given thoroughfare, one additional freestanding sign shall be permitted on that frontage. The maximum size of the additional sign shall not exceed fifty (50) percent of the maximum freestanding sign area for the zoning lot in that district. The second sign shall be located not less than one hundred (100) feet from the principal sign.
  - f. In all districts, zoning lots where the principal use is non-residential shall be permitted to have additional freestanding signs setback at least 35 feet from any right-of-way or property line as follows:
    - (1) Such signs shall be no greater than thirty two (32) inches in height and no greater than two (2) square feet in sign area.
    - (2) Up to four (4) such signs shall be permitted per 100 feet of lot frontage.
    - (3) Signs compliant with the Michigan Manual of Uniform Traffic Control Devices and used to direct traffic shall not be subject to these provisions.
  - g. For non-residential uses and multi-family uses in RA and RC districts, one (1) freestanding sign is permitted. Items b, c, and d above shall apply.
- iv. The maximum area and height of permitted freestanding signs shall be controlled as follows:

| <b>5.5.3.A.iv. Maximum Size and Height of Freestanding Signs</b> |                        |                                                        |
|------------------------------------------------------------------|------------------------|--------------------------------------------------------|
|                                                                  | Maximum Height in Feet | Maximum Area in Square Feet of all Freestanding Signs* |
| a. RA, RP, RC, and MH districts                                  |                        |                                                        |
| (1) For dwellings                                                | Not permitted          | Not Permitted                                          |
| (2) for multi-family complexes                                   | six                    | 32                                                     |
| (3) For principal buildings other than residential               | six                    | 32                                                     |
| b. SP-1 district                                                 | six                    | 32                                                     |
| c. SP-2 district                                                 | six                    | 32                                                     |

|                                                                                                                                                                                  |       |     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-----|
| d. SP-3 district                                                                                                                                                                 | eight | 64  |
| e. SP-4 district                                                                                                                                                                 | eight | 64  |
| f. OS-1 district                                                                                                                                                                 | six   | 32  |
| g. OS-2 district                                                                                                                                                                 | six   | 32  |
| h. OS-3 district                                                                                                                                                                 | six   | 32  |
| i. OS-4 district                                                                                                                                                                 | six   | 32  |
| j. B-1 district                                                                                                                                                                  | six   | 32  |
| k. B-2 district                                                                                                                                                                  | eight | 64  |
| l. B-3 district                                                                                                                                                                  | eight | 64  |
| m. B-4 district                                                                                                                                                                  | eight | 64  |
| n. ES district – option 1                                                                                                                                                        | eight | 64  |
| o. ES district – option 2                                                                                                                                                        | 30    | 100 |
| p. ES district – additional sign**                                                                                                                                               | 40    | 150 |
| q. IRO district                                                                                                                                                                  | eight | 32  |
| r. LI-1 district***                                                                                                                                                              | eight | 64  |
| * See Section 55.3.A.vii. for information about design standard bonuses.                                                                                                         |       |     |
| ** One (1) additional sign shall be permitted provided that the sign shall be oriented toward a freeway and shall be located within fifty (50) feet of the freeway right-of-way. |       |     |
| *** See Section 55.3.A.x for information about signs in the freeway freestanding sign zone.                                                                                      |       |     |

- v. The necessary uprights, backgrounds or structures used to support or serve as a design feature of a freestanding sign shall be excluded from the calculation of sign area, provided that the surface is not, by definition, a sign and provided further that the area of the support structure / design feature is not more than twice the area of the sign being supported. For example, a 64 square foot sign could be mounted on a 128 square foot freestanding background (see graphic).

Fig. 5.5.3.A.v. Freestanding signs – example of background and base equal to twice



In this example, sign area (within red boundary) is 64 square feet. The base and background total 128 square feet (2 times the sign area)

sign area

- vi. The minimum height of all letters and numbers on a freestanding sign shall be as follows:



| Posted Roadway Speeds | Minimum Letter and Number Height |
|-----------------------|----------------------------------|
| 45 mph or greater     | 6 inches                         |
| 30-40 mph             | 4.5 inches                       |
| 25 mph or less        | 3 inches                         |

The height of letters and numbers on an incidental message or within a logo may be less than stated above, provided the primary message meets the above standards. In no case shall letters or numbers less than the above standards comprise more than ten percent of the total sign area.

Fig. 5.5.3.A.vi. Freestanding signs - Incidental message

- vii. Design Standard Incentives for Freestanding Signs. In order to encourage high-quality design and foster greater aesthetic unity within the City, the following design standards are established for all freestanding signs on a zoning lot:
  - a. The panels of internally illuminated signs shall be so designed as to permit light to be visible only where text or a design is present. The background color of the panel shall be a color with a Light Reflectance Value of 30% or lower (darker).
  - b. The display areas of externally illuminated signs shall be constructed of durable architectural materials such as metal, stone, ceramic, or brick, and

In this example of a sign on a 45 mph road, the sign area of the primary message (Monument Sign) is in letters that are taller than six inches. The incidental message (in red border) is less than six inches tall and it comprises less than ten percent of the total sign area.

- shall be consistent with the design of the principal structure.
- c. The base of the sign shall be comprised of durable materials such as decorative metal, stone, granite or brick, and the width of the base shall be at least fifty percent (50%) the width of the sign structure that it supports. Signs that have visible support structures shall not be permitted when using this incentive package.
- d. Design of secondary signs shall match the design of the principal sign.
- e. Zoning lots with freestanding signs meeting all the design standards of this subsection shall receive a maximum total area bonus as follows:

| <b>Bonus maximum freestanding sign area for meeting design standards, by district</b> |              |
|---------------------------------------------------------------------------------------|--------------|
| <b>Districts</b>                                                                      | <b>Bonus</b> |
| RC, MH, SP-1, SP-2, OS-1, OS-2, OS-3, OS-4, B-1, and IRO                              | 20 percent   |
| SP-3, SP-4, B-2, B-3, B-4, and LI-1                                                   | 10 percent   |

- viii. Landscaping. The area around the base of a freestanding sign within the freestanding sign zone shall be landscaped as follows:
- A landscaped area not less than three feet in width shall be provided on all sides of the base of a freestanding sign.
  - Plant materials shall not obscure the content of the sign.
  - In all districts, the height of plant materials shall not in any case exceed 32 inches in order to preserve sight distance for motorists exiting and entering the site, except that accent plantings exceeding this height may be permitted in the portion of the landscaping area further than the sign structure from the right-of-way. In the ES districts, landscaping around the base of a sign over eight feet tall and mounted on a pole or poles shall not exceed 30 inches in height.
  - For landscaping plans submitted with a sign permit application that is outside the freeway sign zone, the Planning and Community Development Department Director or his/her designee shall be the approving body. A sign-related landscape plan shall be prepared to scale, but does not require the seal of a design professional.

The requirement for landscaping around the base of a freestanding sign shall be waived if: 1) the freestanding sign is constructed with no visible poles or posts supporting the sign; 2) the base of the freestanding sign is comprised of durable materials such as decorative metal, stone, granite or brick; and 3) the width of the base is at least fifty percent (50%) the width of the sign structure that it supports.

- ix. Electronic display areas shall be permitted as follows:
- Electronic display areas shall not be permitted in any RA or RC district, except for non-residential uses that are located on major and secondary thoroughfares, as defined in the City of Farmington Hills Thoroughfare Plan.
  - Electronic display areas shall automatically dim. The brightness of such display areas shall be limited to 0.3 footcandles above ambient light conditions, as measured from the distances in the following table:

| <b>Size of display area</b>   | <b>Measuring distance</b> |
|-------------------------------|---------------------------|
| 16 square feet or less        | 40 feet                   |
| Between 16 and 32 square feet | 48 feet                   |
| 32 square feet or greater     | 55 feet                   |

- Signs shall be programmed to go dark in the event of a malfunction.
- The content of the electronic display area shall not feature motion or animation. Any and all portions of the message shall remain static for a

minimum of thirty (30) seconds. The change from message to message shall be instantaneous.

- e. The background of the electronic display shall not be white.
  - f. Electronic displays shall not mimic traffic controls.
  - g. See Section 34-5.5.2.F regarding illumination.
  - h. The electronic display area of a sign shall not exceed thirty (30) percent of the total sign area or thirty (30) square feet, whichever is larger.
- x. Entranceway structures, for the purpose of supporting signs which commonly identify a development, part or all of which is served by a minor public or private street system such as subdivisions, industrial or office parks, or multiple-family developments, may be permitted by the Building Official or his/her designee. Such structures and signs shall be approved and a permit issued subject to the following restrictions:
- a. The entranceway structure shall be permitted for developments in which individual parcels or uses are accessible only by way of public streets which serve more than two (2) zoning lots or by way of private streets or drives which serve more than two (2) separate and distinct principal uses.
  - b. Such entranceway structures may be located within a public or private street right-of-way if approved by the governmental entity or property owner having jurisdiction or ownership of the right-of-way area and by the zoning board of appeals.
  - c. Such structures shall be located adjacent to a major or secondary thoroughfare and to the entrance road to a subdivision plat, multiple-family development, mobile home park or other planned development.
  - d. Such structures may be located within a required setback provided it shall be set back a minimum of ten (10) feet from any street right-of-way, and the location meets the requirements of Section 34-5.10, Corner Clearance.
  - e. No part of an entranceway structure, including supporting structures, shall be higher than ten (10) feet nor longer than twenty (20) feet.
  - f. Entranceway structures and signs may be located only in yards adjacent to streets entering the subdivision or project indicated on the sign.
  - g. Entranceway structures that are to be located on individually owned parcels, rather than on parcels which are part of an overall development, may be allowed only in a private easement dedicated for such purposes, and provided that appropriate provision has been made to assure continued maintenance of the structure.
  - h. The sign area shall be limited to the smallest maximum area in square feet permitted in the district in Section 34-5.5.3.B for freestanding signs; except that in the RA, RP, RC and MH districts, the maximum size permitted shall be thirty-two (32) square feet.
- xi. In the LI-1 district, a freeway sign zone is established within fifty (50) feet of the limited access right-of-way of M-5, I-696, and I-275/I-96 on lots which border these rights-of-way. Freestanding signs may be established in this zone only on improved lots and subject to site plan and landscape plan approval by the planning commission. In no case, however, shall a freeway sign zone include any portion of a front or side yard. Signs in the freeway sign zone are subject to the following conditions:

- a. The sign shall not hinder the flow of traffic circulation on the subject site.
- b. The sign shall not block or restrict visibility of other uses or buildings, whether on- or off-site, beyond what is customary and reasonable for similar sites.
- c. The sign shall not be in conflict with other provisions of the Zoning Ordinance.
- d. One (1) freestanding sign is allowed in this freeway sign zone per zoning lot. Such sign shall not exceed thirty (30) feet in height and shall not exceed three hundred (300) square feet in area. This sign is in addition to any freestanding sign otherwise permitted by this ordinance.
- e. Such signs shall be set back no less than 100 feet from any residential property line and shall be spaced in a manner consistent with state law.
- f. Electronic display areas on these signs shall be subject to the standards in Section 5.5.3.B.
- g. Freestanding signs placed in the freeway sign zone shall be constructed in such a manner that they will withstand 90 mph wind forces. Signs shall be properly maintained and shall not be allowed to become unsightly through disrepair or action of the elements.
- h. The landscape plan shall include large evergreen shrubs around all sign posts, ground equipment cabinets, and similar structures, in accordance with Section 34-5.14.3.F.iv., to the extent practical, as determined by the Planning Commission.
- i. The sign shall not be located closer than 5,000 feet from another sign in the freeway sign zone that faces the same direction of traffic on the adjacent freeway.
- j. A cash bond or other financial guarantee approved by the City Attorney shall be filed with the finance director/treasurer for each sign to guarantee proper maintenance. If the applicant fails to maintain any sign properly, such bond shall be forfeited and the applicant shall be required to remove the sign.
- k. After approval of the site plan for the sign by the Planning Commission, permits for construction shall be issued by the code enforcement officer for periods of two (2) years and may be renewed by the code enforcement officer. An inspection fee for each such sign shall be paid at the time application for a permit of its renewal is made. See Section 34-7.6 Permits.

**B. Wall Signs**

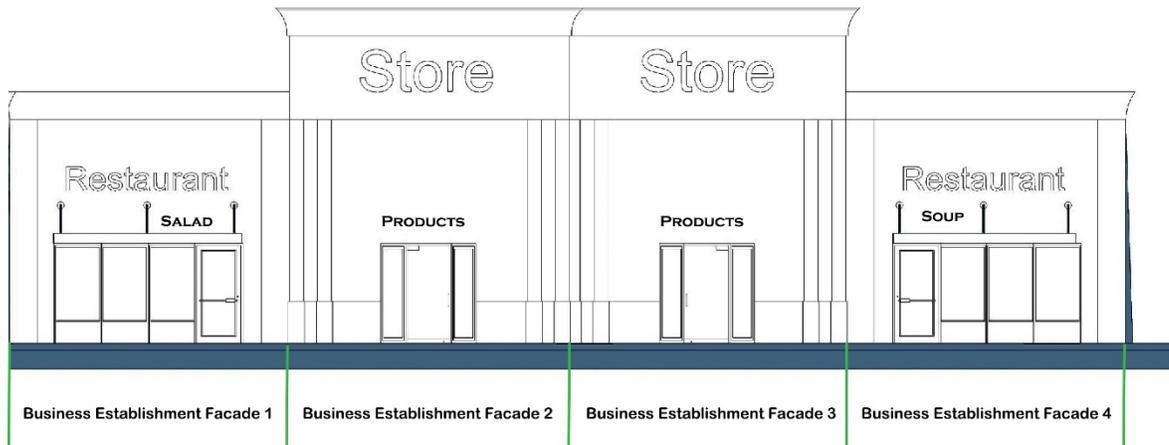
- i. The maximum area of permitted wall signs shall be controlled as follows:

| <b>5.5.3.B.i. Maximum area of permitted wall signs</b> |                                                               |                                                               |
|--------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------|
|                                                        | <b>Maximum Area of All Wall Signs</b>                         |                                                               |
| <b>District</b>                                        | <b>With Freestanding Signs</b>                                | <b>Without Freestanding Signs</b>                             |
| <b>a. RA, RP, RC and MH districts:</b>                 |                                                               |                                                               |
| (1) Single family residences                           | n/a                                                           | 2 square feet                                                 |
| (2) Multi-family complexes                             | 10 square feet per building                                   | 10 square feet per building                                   |
| (3) For principal buildings other than residential     | 25 square feet                                                | 25 square feet                                                |
| <b>b. SP-2, SP-3 and SP-4 districts</b>                | 25 square feet                                                | 25 square feet                                                |
| <b>c. OS-1 and OS-3 districts</b>                      | 10% of façade, not to exceed 50 square feet on any one façade | 10% of façade, not to exceed 75 square feet on any one façade |

|                              |                                                                |                                                                |
|------------------------------|----------------------------------------------------------------|----------------------------------------------------------------|
| d. OS-2 districts            | 10% of façade, not to exceed 50 square feet on any one façade  | 10% of façade, not to exceed 100 square feet on any one façade |
| e. OS-4 districts            | 10% of façade, not to exceed 100 square feet on any one façade | 10% of façade, not to exceed 150 square feet on any one façade |
| f. B-1 and B-3 districts     | 10% of establishment façade                                    | 10% of establishment façade                                    |
| g. B-2, B-4 and ES districts | 15% of establishment façade                                    | 15% of establishment façade                                    |
| h. IRO districts             | 10% of façade, not to exceed 100 square feet on any one façade | 10% of façade, not to exceed 150 square feet on any one façade |
| i. LI-1 districts            | 15% of establishment façade                                    | 15% of establishment façade                                    |

- ii. The number and location of permitted wall signs shall be controlled as follows:
  - a. In non-residential districts:
    - (1) Wall signs shall be permitted on up to two (2) façades of a building, provided that such wall signs shall not be permitted on a facade which faces a bordering residential district unless such district is separated from the nonresidential district by a major or secondary thoroughfare. For those districts referenced in Table 5.5.3.B.i. as being regulated by establishment façade, the above standard shall be regulated per business establishment façade.
    - (2) The maximum number of wall signs per façade is two (2), except as provided for in item (3) below. For those districts referenced in Table 5.5.3.B.i. as being regulated by establishment façade, the above standard shall be regulated per business establishment façade.

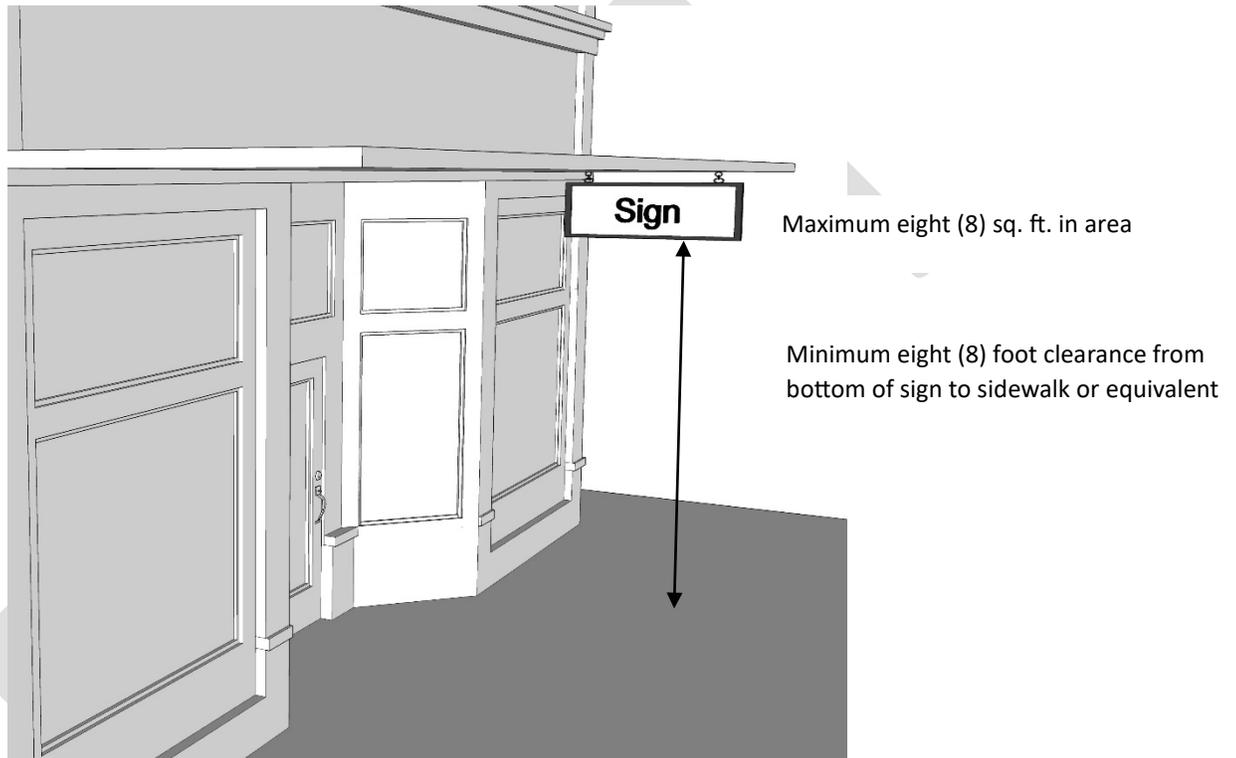
**Fig. 5.5.3.B.ii.a. Business Establishment Façade**



- (3) Within five feet of any external entranceway meant to serve patrons or visitors in any multi-tenant office, retail or industrial building, up to two (2) square feet of wall area on the ground floor level may be occupied by a sign, provided that in buildings with multiple entrances where signs are placed, the location and size of such signs shall be standard and uniform.
- b. In residential districts:
  - (1) For a non-residential use, one wall sign shall be permitted on the principal building.
  - (2) For multi-family developments, one wall sign is permitted per building.
  - (3) For single-family residences, one wall sign is permitted on the ground floor of the primary façade.
- c. Signs may be placed on roofs that are so nearly vertical as to resemble a wall. However, signs attached to such roof shall be vertical to the ground and shall be attached so that the sign does not project beyond or overhang the roof by more than one (1) foot at the bottom of the sign and by more than two (2) feet at the top of the sign, as measured in horizontal planes. The bottom of the sign shall not extend below the roof nor extend to within less than one (1) foot of the top of the roof.
- d. Signs and street numbers shall not be placed on any penthouse or other architectural feature which is located above the highest point of the roof or parapet.
- e. No signs shall project beyond or overhang a wall, or any permanent architectural feature, by more than one foot and shall not project above or beyond the highest point of the roof or parapet.
- iii. Street numbers shall not be counted as a sign when attached to or located on a building wall, provided such signs meet all other applicable sign requirements of this section.

### C. Hanging Signs

- i. Hanging signs shall be permitted as a component of a planned shopping center. One sign shall be permitted per occupancy.
- ii. Hanging signs shall be located under an arcade and shall not project beyond the furthest extent of said arcade.
- iii. Hanging signs shall be approved as part of the overall site plan for a shopping center, and all signs within a center shall have a uniform design compatible with the architecture of the center.
- iv. Hanging signs shall not exceed a maximum sign area of eight (8) square feet.
- v. Hanging signs shall maintain a minimum vertical clearance of eight (8) feet between the lowest point of the sign and the sidewalk.

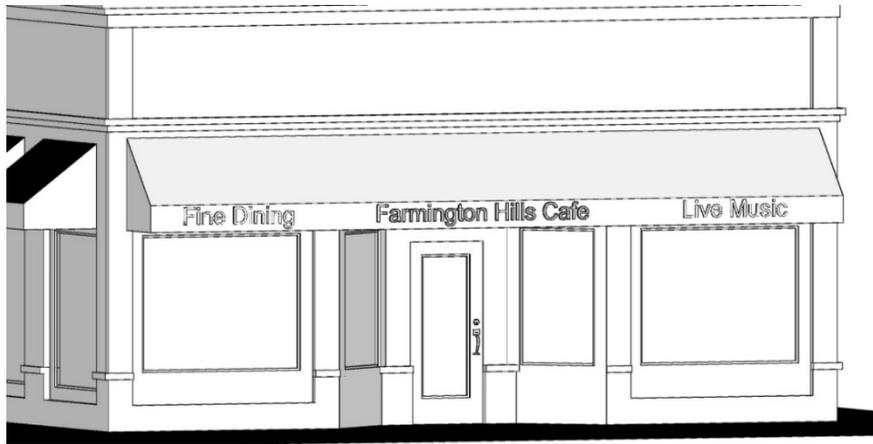


**Fig. 5.5.3.C. Hanging Signs**

**D. Awning Signs**

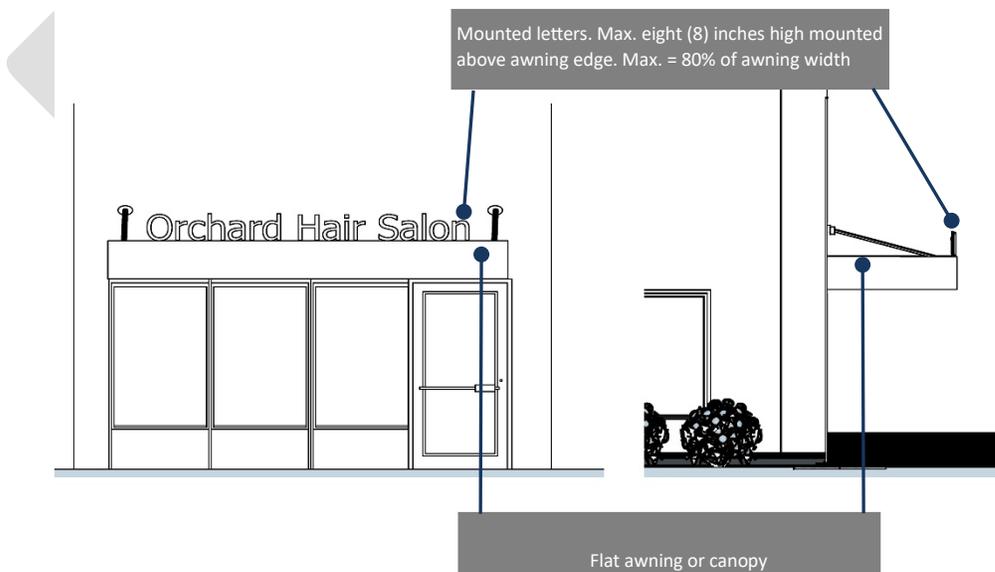
- i. Awning signs shall be permitted in all districts except RA and RC districts.
- ii. The design of awnings shall be of two types: shed awnings or flat awnings, as defined in this ordinance.
- iii. Awnings shall not be lit in such a way that they appear to glow from within.
- iv. Shed awning signs shall not exceed eight (8) inches in height and shall be located on the drip edge of a shed awning or canopy. Such signage shall not exceed 80% of the awning width.

**Fig. 5.5.3.D.iv. Awning Signs – permitted on the drip edge**



- v. Flat (horizontal) awning signs shall not exceed eight (8) inches in height and may extend or be placed above the awning provided that the letters are attached to the awning or canopy and shall not exceed 80% of the awning width.
- vi. Awning signs shall only be located on the primary business frontage and the sign area shall be counted toward the total wall sign allowance.
- vii. Awning sign regulations shall also apply to canopies, where canopies are permitted. Canopy design shall also adhere to a shed or flat design, similar to shed awnings and flat awnings, except that there are supporting posts or columns attached to the ground.

**Fig. 5.5.3.D.vii. a) Awning Signs – Letters above straight awning**



**Fig. 5.5.3.D.iv. b) Awning Signs– Letters on face of straight awning**



**E. Temporary A-Frame Signs. A-Frame Signs shall be permitted as follows:**

- i. In non-residential districts, A-frame signs are not permitted.
- ii. In residential districts, one A-frame sign shall be permitted per vehicular entrance from a major or secondary thoroughfare or primary collector street to a subdivision, condominium, multiple family development, or non-residential use. The following additional standards apply:
  - a. The total A-frame sign structure (which includes any sign copy and the remaining structure) shall not exceed twelve (12) square feet per side.
  - b. The height of the sign structure, which includes the sign panel and the support structure, shall be no greater than four (4) feet in height as measured from the ground to the top of the full extent of the A-frame structure.
  - c. The sign shall not be illuminated in any manner.
  - d. The sign shall not be located within a road right-of-way and shall be located within a sign zone extending from a minimum of three (3) feet to fifteen (15) feet from the right-of-way. A-frame signs shall not be located where it interferes with vehicular or pedestrian traffic flow or [the visibility of motorists](#).
  - e. The sign must be stored inside when not displayed. An A-frame sign may remain in place 24-hours per day, but shall not be placed for more than 7 consecutive days and shall not be placed at an entryway more than once per calendar month.

- f. A-Frame signs shall be spaced a minimum of 100 feet apart.
- g. The sign must be professionally constructed of weather-proof, durable material, and kept in good repair.
- h. The sign shall not contain moving parts, or have balloons, windsocks, pinwheels, streamers, pennants, or similar adornment attached to them.
- i. The sign shall be so weighted that it will not fall or move in wind conditions up to 60 mph.

**Fig. 5.5.3.E.ii. A-frame Signs– Guide to measuring sign area**



For an A-frame sign, measure sign area by the full extent of the sign and support structure (inside red area), except for legs.

**F. Temporary and Permanent Window Signs**

- i. Window signs shall be permitted in all non-RA and non-RC districts.
- ii. Window signs shall be permitted to occupy up to 25 percent of the total window glazed area of any given façade regardless of whether they are temporary or permanent.
- iii. Etched or applied lettering or designs that are within the lower eight inches of any ground floor window shall be permitted and shall not be considered part of the total area of window signs provided that do not exceed eighty (80) percent of the width of any window to or on which they are placed.
- iv. Window signs shall contain a static message and shall not flash, scroll or otherwise give the appearance of movement or intermittent change.

4. [Unchanged.]

5. [Unchanged.]

**Section 2 of Ordinance. Repealer.**

All ordinances, parts of ordinances, or sections of the City Code in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect, and the Farmington Hills Ordinance Code shall remain in full force and effect, amended only as specified above.

**Section 3 of Ordinance. Savings.**

The amendments of the Farmington Hills Code of Ordinances set forth in this ordinance do not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendments of the Farmington Hills Code of Ordinances set forth in this ordinance.

**Section 4 of Ordinance. Severability.**

If any section, clause or provision of this ordinance shall be declared to be unconstitutional, void, illegal or ineffective by any court of competent jurisdiction, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated, and such section, clause or provision declared to be unconstitutional, void or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this ordinance shall stand and be in full force and effect.

**Section 5 of Ordinance. Effective Date.**

The provisions of this ordinance are ordered to take effect twenty-one (21) days after enactment.

**Section 6 of Ordinance. Date and Publication.**

This ordinance is declared to have been enacted by the City Council of the City of Farmington Hills at a meeting called and held on the \_\_\_\_ day of \_\_\_\_\_, 2024, and ordered to be given publication in the manner prescribed by law.

Ayes:  
Nays:  
Abstentions:  
Absent:

STATE OF MICHIGAN    )  
                                          ) ss.  
COUNTY OF OAKLAND )

I, the undersigned, the qualified and acting City Clerk of the City of Farmington Hills, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Council of the City of Farmington Hills at a meeting held of the \_\_\_\_ day of \_\_\_\_\_, 2024, the original of which is on file in my office.

\_\_\_\_\_  
Carly Lindahl, City Clerk  
City of Farmington Hills



---

**DATE:** April 5, 2024

**TO:** Planning Commission

**FROM:** Erik Perdonik, AICP, City Planner

**CC:** Charmaine Kettler-Schmult, Director of Planning and Community Development; Joe Tangari, Principal Planner, Giffels Webster; Thomas R. Schultz, City Attorney; Kris Canty, Staff Planner I; Jeri LaBelle, Secretary to the Director

**SUBJECT:** Zoning Text Amendment 1, 2024

---

#### **WHAT ARE WE RECOMMENDING LIMITING THE SIZE OF AND WHY?**

An electronic display area (“EDA”) “is a sign that is capable of displaying words, symbols, figures or images that can be electronically changed by remote or automatic means.”<sup>1</sup>

There appear to be two (2) particularly noteworthy existing examples of large EDAs within the City of Farmington Hills, neither of which were permitted under the Zoning Ordinance:

- (1) On the west side of M-5, just north of Grand River Avenue (378 square feet in area per face) (**see Attachments 1A, 1B, and 1C**); and
- (2) On the west side of I-275, just south of Ten Mile Road (360 square feet in area per face) (**see Attachments 2A, 2B, and 2C**).

The M-5 example was permitted by way of consent judgment in 2017, whereas the I-275 example was permitted by way of a variance from the Zoning Board of Appeals in 2015.

**See Attachments 3A, 3B, and 3C** for additional examples of EDAs.

As for why:<sup>2</sup>

- Light Pollution – EDAs can be up to ten (10) times brighter at night than traditionally lit billboards. They create skyglow, obscuring the night sky, and cause glare that can be a dangerous distraction to drivers and disrupt nocturnal wildlife. At dusk or nighttime hours, an EDA in Sterling Heights, Michigan, for example, was viewable from 3,600 feet away. Unlike traditional signs, the light EDAs emit cannot be effectively shielded due to the nature of the internal illumination.
- Traffic Safety – EDAs pose two (2) distinct threats to motorists: first, they are designed to distract drivers; and, second, the bright white light some emit produces glare that is

particularly problematic for older drivers. A 2015 Albion College study found a statistically significant increase in crashes along freeways where digital billboards were added; in the same period, crash rates fell everywhere else in the state.

- Visual Blight – Simply put, EDAs can be visually impactful, particularly at night, which has the potential to dramatically change the overall visual aesthetic or character of the City, especially if such signs continue to proliferate, which they are nationwide. While large EDAs are of course commonplace in Las Vegas, for example, such signs have the potential to become a landmark of a sort for the wrong reasons in communities where they are not historically commonplace and darkness at night is valued.
- Energy Consumption – One (1) EDA typically uses the same amount of energy in one (1) day as fifteen (15) U.S. homes.

**BRIEF OVERVIEW OF EXISTING ORDINANCE AND PROPOSED AMENDMENT:**

Presently, there is no limitation on the area of EDAs within Farmington Hills apart from that for conventional signs. As a result, an EDA could be up to one-hundred-and-fifty (150) square feet in area within the ES, Expressway Service District and three-hundred (300) square feet within the LI-1, Light Industrial District.

At this point, for the sake of efficiency in light of a pending application, staff recommends that the Planning Commission limit the proposed amendment to reducing the permitted area of EDAs only, leaving height and other considerations for a more comprehensive look at the Sign Ordinance as part of the planned comprehensive rewrite of the Zoning Ordinance. The agenda and suggested motion have been revised to reflect the foregoing. Therefore, at this time, we are only recommending amending Section 34-5.5.3.A.ix to add a new Subsection h. as follows:

h. The electronic display area of a sign shall not exceed thirty (30) percent of the total sign area or thirty (30) square feet, whichever is larger.

**OTHER MUNICIPALITIES’ EDA REGULATIONS FOR CONTEXT:**

Below is a table that includes a sample of thirteen (13) municipalities within southeast Michigan in the left column selected due to their adjacency to freeway corridors. The middle column simply provides an indication of whether the municipality permits EDAs in the first place. The right column indicates the maximum area in square feet of EDAs permitted in the municipality under the most permissive freestanding sign allowance within an industrial or highway zoning district similar to Farmington Hills’ LI-1, Light Industrial and ES, Expressway Service Districts.

| <b>Municipality</b> | <b>Permit Electronic Signs?</b> | <b>Maximum Area</b>                 |
|---------------------|---------------------------------|-------------------------------------|
| City of Novi        | Yes                             | 2/3 of total sign area/up to 448 sf |
| City of Troy        | Yes                             | up to 50 sf                         |
| City of Livonia     | Yes                             | up to 15 sf                         |
| Canton Twp          | No                              | n/a                                 |
| City of Southfield  | Yes                             | 75% of total sign area/up to 225 sf |
| Brighton Twp        | No                              | n/a                                 |
| Van Buren Twp       | Yes                             | up to 350 sf                        |
| Ypsilanti Twp       | Yes                             | 50% of total sign area/up to 336 sf |

|                          |     |                                      |
|--------------------------|-----|--------------------------------------|
| City of Romulus          | Yes | up to 30 sf                          |
| City of Center Line      | Yes | 50% of total sign area/up to 150 sf  |
| City of Roseville        | Yes | 25% of total sign area/up to 50 sf   |
| City of Farmington Hills | Yes | 100% of total sign area/up to 300 sf |
| City of Detroit          | Yes | 25% of total sign area/up to 125 sf  |

Of the thirteen (13) municipalities in the sample:

- just two (2) generally prohibit EDAs;
- the maximum area permitted *ranges* from fifteen (15) square feet to four-hundred-and-forty-eight (448) square feet;
- the *average* maximum area permitted is 173.25 square feet; and
- the *median* maximum area permitted is one-hundred-and-twenty-five (125) square feet.

Of the nine (9) municipalities in the sample that set forth a maximum percentage of sign area that may be EDA:

- the maximum *percentage* of area permitted *ranges* from zero (0) percent to one-hundred (100) percent;
- the *average* maximum *percentage* of area permitted is 43.52 percent; and
- the *median* maximum *percentage* of area permitted is fifty (50) percent.

**AFFECTED GEOGRAPHY:**

Based on a Geographic Information Systems (“GIS”) analysis conducted by the City’s GIS Coordinator, **Attachments 4A, 4B, and 4C** show the areas within the City within which large, billboard-style EDAs are permitted because the property is zoned ES, Expressway Service District or LI-1, Light Industrial District and is within fifty (50) feet of a freeway right-of-way.

**Attachment 4A** – intersection of Twelve Mile and Orchard Lake Roads where parcels are zoned ES, Expressway Service and within fifty (50) feet of the I-696 right-of-way;

**Attachment 4B** – between Haggerty Road and I-275 just north of Eight Mile Road where parcels are zoned ES, Expressway Service and within fifty (50) feet of the I-696 right-of-way; and

**Attachment 4C** – south of the freeway interchange area between Haggerty Road and Halsted Road where several parcels are zoned LI-1, Light Industrial and within fifty (50) feet of either the I-275 right-of-way or M-5 right-of-way.

**ENFORCEABILITY:**

Because EDAs can easily be changed by remote means (e.g., increasing or decreasing the brightness of the display), enforcing compliance with Zoning Ordinance requirements for such signs can be rather difficult.

**LEGIBILITY:**

For the reasons set forth in the first section of this memorandum among others, the safety of motorists and other considerations are higher order values than legibility of nongovernmental signs by motorists. City ordinances require addresses to be large enough to be legible to first responders, which is a very different matter.

**NONCONFORMITY:**

Since the intent of the subject zoning text amendment is to significantly reduce the size of EDAs, staff recommends that nonconformity regarding EDAs be treated exactly the same as nonconformity regarding any other sign under the Zoning Ordinance (i.e., where a sign is no longer “grandfathered” because it has been moved, demolished, etc., any replacement sign would have to meet the Zoning Ordinance requirements in effect at the time of application). It does not appear that there is a compelling reason to carve out an exception for EDAs under the Zoning Ordinance in terms of nonconformity; that is, unless the Commission wishes to see EDAs continue at their present size.

Partial EDAs are commonplace throughout the City (e.g., gas prices, temperature, time, etc.), some of which may become nonconforming as a result of the subject amendment. However, staff is confident that permitting thirty (30) square feet of a thirty-two (32)- to sixty-four (64)-square foot sign under the proposed text amendment, which is the range of permitted freestanding sign maximums within zoning districts within which gas stations and many other commercial businesses are a permitted use, for example, would not pose undue hardship in displaying numbers that can be seen. A thirty-two (32)-square foot sign could have thirty (30) square feet of EDA, as could a sixty-four (64)-square foot sign; hence the proposed zoning text amendment is hardly restrictive with regard to such examples.



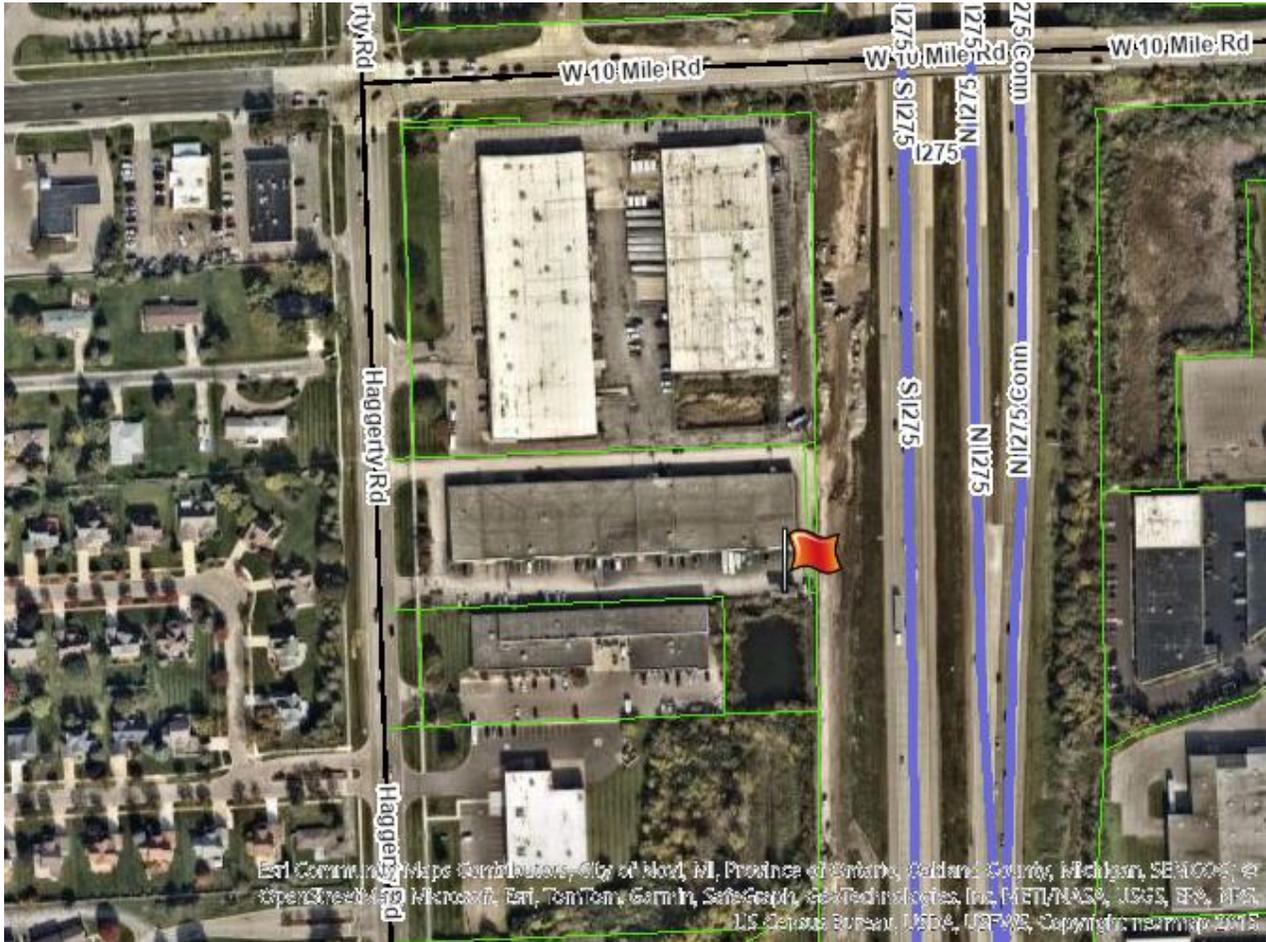
# Attachment 1B



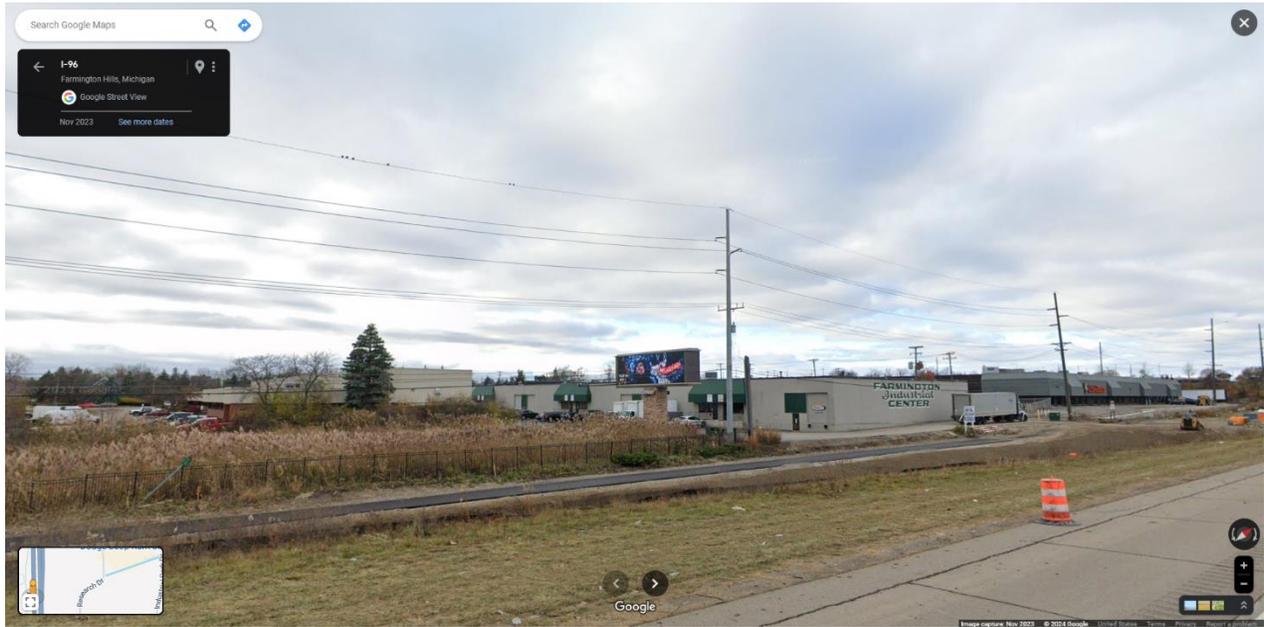
# Attachment 1C



**Attachment 2A**



**Attachment 2B**



# Attachment 2C



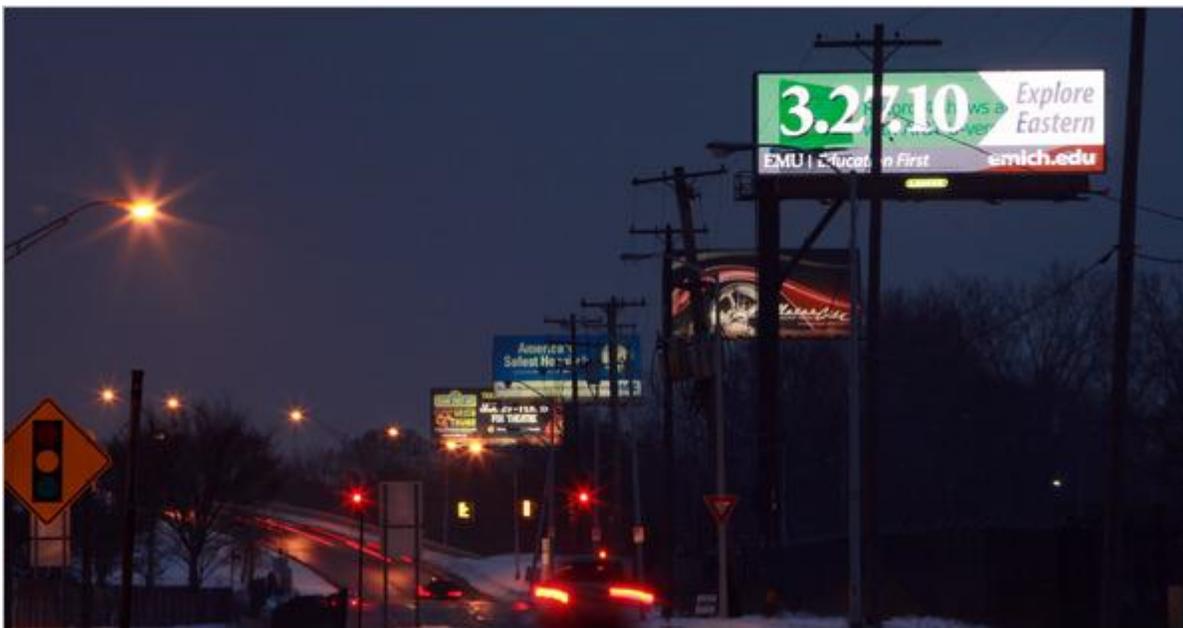
*Attachment 3A*



**Attachment 3B**

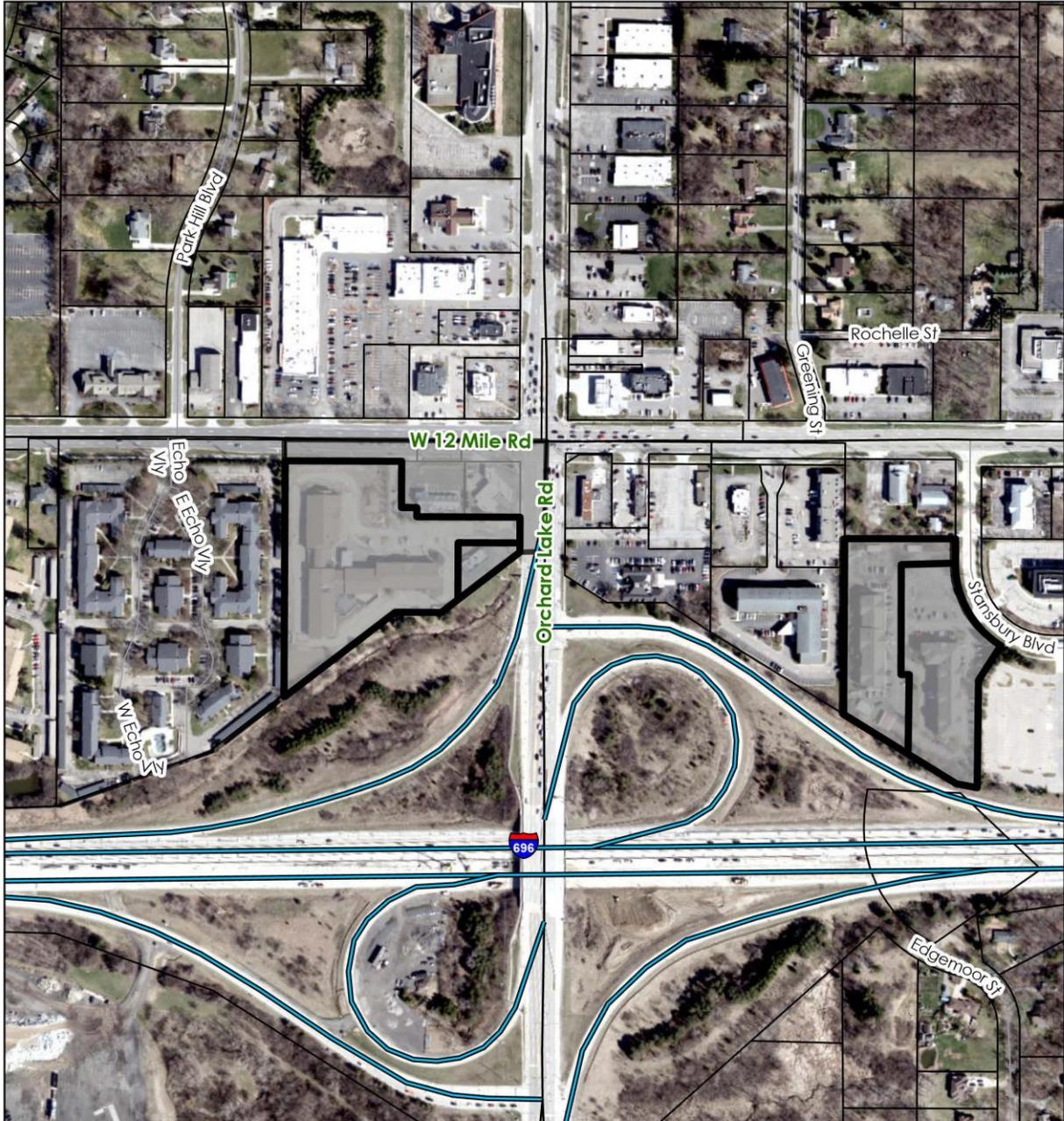


*Attachment 3C*



Attachment 4A

ES and LI-1 Zoning Districts  
Parcels within 50 Feet of Freeway Right-of-Way

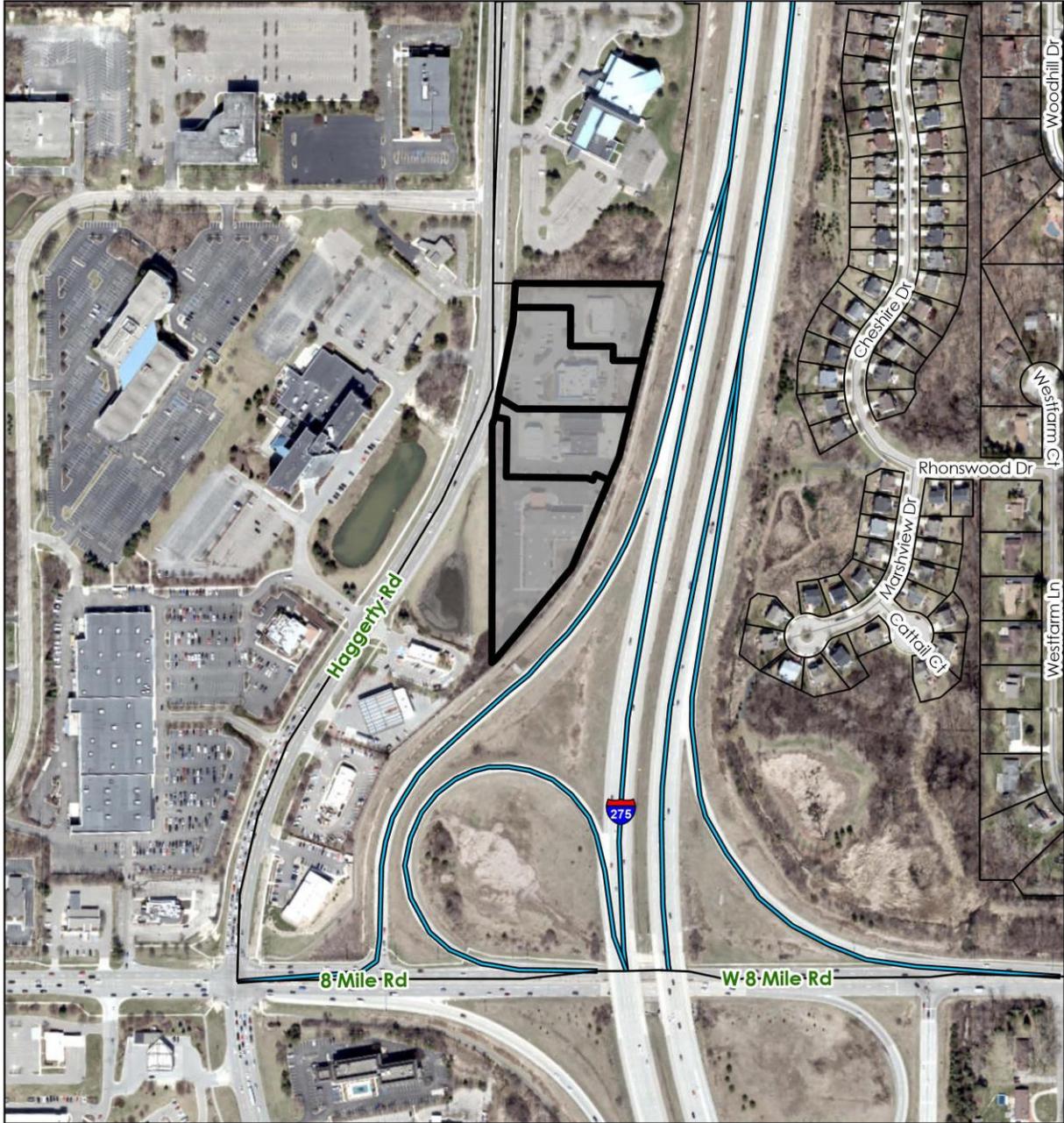


SOURCE: City of Farmington Hills GIS, 2024  
Oakland County GIS, 2024

- ES-Expressway Service District
- Parcels within 50 feet of ROW (4)

Attachment 4B

ES and LI-1 Zoning Districts  
Parcels within 50 Feet of Freeway Right-of-Way

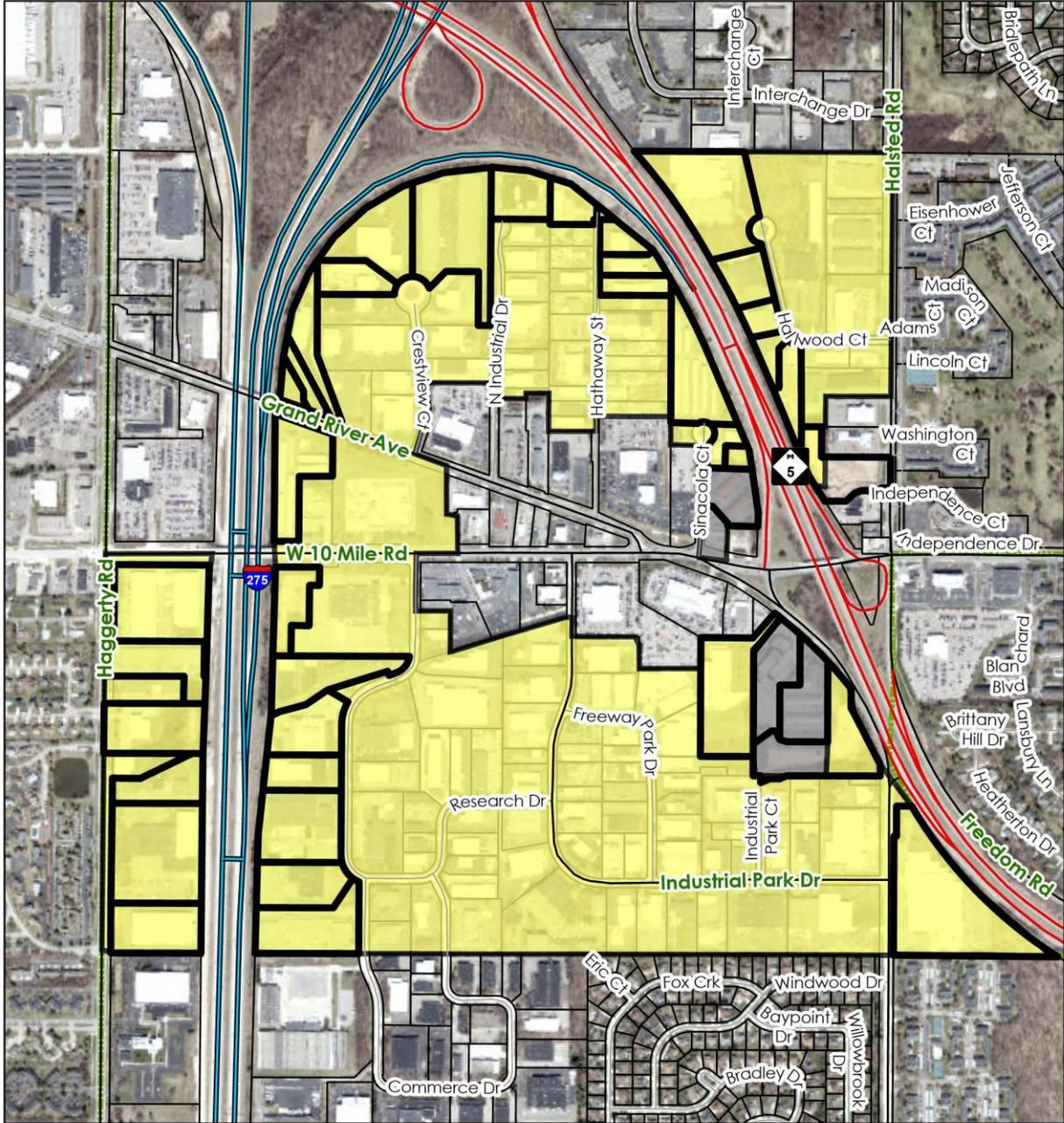


SOURCE: City of Farmington Hills GIS, 2024  
Oakland County GIS, 2024

-  ES-Expressway Service District
-  Parcels within 50 feet of ROW (4)

# Attachment 4C

## ES and LI-1 Zoning Districts Parcels within 50 Feet of Freeway Right-of-Way



SOURCE: City of Farmington Hills GIS, 2024  
Oakland County GIS, 2024

- ES-Expressway Service District
- LI-1-Light Industrial District
- Parcels within 50 feet of ROW (42)

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<sup>1</sup> International Sign Association, “Electronic Message Centers (EMC),” accessed April 4, 2024, [https://signs.org/codes-regulations/signcodehelp/emcs/#:~:text=An%20electronic%20message%20center%20\(EMC\)%20is%20a%20sign%20that%20is,by%20remote%20or%20automatic%20means](https://signs.org/codes-regulations/signcodehelp/emcs/#:~:text=An%20electronic%20message%20center%20(EMC)%20is%20a%20sign%20that%20is,by%20remote%20or%20automatic%20means).

<sup>2</sup> Scenic Michigan, *Detroit Residents Deserve Better: Analysis and Suggested Revisions to Detroit’s Draft Sign Ordinance* (2020), [chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://scenicmichigan.org/wp-content/uploads/2020/03/Detroit\\_Sign\\_Ordinance\\_March\\_SM\\_Comments.pdf](https://scenicmichigan.org/wp-content/uploads/2020/03/Detroit_Sign_Ordinance_March_SM_Comments.pdf)

Regarding traffic safety and electronic signs, see also Jonathan D. Hall, and Joshua M. Madsen, “Can behavioral interventions be too salient? Evidence from traffic safety messages,” *Science* 376, no. 6591 (2022), accessed April 5, 2024, <https://www.science.org/doi/10.1126/science.abm3427>

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# MEMORANDUM

To: Erik Perdonik, Charmaine Kettler-Schmult  
 From: Joe Tangari, AICP & Jill Bahm, AICP  
 Re: Electronic Display Areas  
 Date: March 14, 2024

---

## Introduction

A recent review of bonus signs and sign areas for freestanding signs permitted under the Zoning Ordinance in the Expressway Service (ES) and Light Industrial (LI-1) districts, as provided in Section 34-5.5.3.A.iv of the Zoning Ordinance, indicates that there is no limit on the portion of a sign that may be devoted to an electronic display. Which is to say that these bonus signs (up to 100 or 150 square feet in the ES district and up to 300 square feet in the freeway sign area of the LI-1 district per Section 34-5.5.3.A.xi) could potentially be entirely electronic. This may be an unintended consequence of the bonus provisions and should be reviewed. This memo additionally looks at whether the bonus sign areas should be reduced.

## Existing Language Pertaining to Electronic Display Areas

34-5.5.3.A.ix. Electronic display areas shall be permitted as follows:

- a. Electronic display areas shall not be permitted in any RA or RC district, except for non-residential uses that are located on major and secondary thoroughfares, as defined in the City of Farmington Hills Thoroughfare Plan.
- b. Electronic display areas shall automatically dim. The brightness of such display areas shall be limited to 0.3 footcandles above ambient light conditions, as measured from the distances in the following table:

| <b>34-5.5.3.A.ix Brightness of Electronic Display Areas</b> |                           |
|-------------------------------------------------------------|---------------------------|
| <b>Size of display area</b>                                 | <b>Measuring distance</b> |
| 16 square feet or less                                      | 40 feet                   |
| Between 16 and 32 square feet                               | 48 feet                   |
| 32 square feet or greater                                   | 55 feet                   |

- c. Signs shall be programmed to go dark in the event of a malfunction.
- d. The content of the electronic display area shall not feature motion or animation. Any and all portions of the message shall remain static for a minimum of thirty (30) seconds. The change from message to message shall be instantaneous.
- e. The background of the electronic display shall not be white.
- f. Electronic displays shall not mimic traffic controls.
- g. See Section 34-5.5.2.F regarding illumination

## Proposed Amendments

In order to prevent the visual and light pollution caused by the spread of large electronic sign areas, we suggest limiting the portion of sign area that may be electronic display to 20-30%. We propose amending Section 34-5.5.3.A.ix by adding the following new item h:

- h. The electronic display area of a sign shall not exceed 30 percent of the total sign area or 30 square feet, whichever is larger.

## Recommended Changes to Bonus Sign Sizes:

34-5.5.3.A.iv. The maximum area and height of permitted freestanding signs shall be controlled as follows:

|                                                                                                                                                                                  | Maximum Height in Feet | Maximum Area in Square Feet of all Freestanding Signs* |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--------------------------------------------------------|
| n. ES district – option 1                                                                                                                                                        | eight                  | 64                                                     |
| o. ES district – option 2 <sup>‡</sup>                                                                                                                                           | 30                     | <del>400</del> <u>80</u>                               |
| p. ES district – additional sign**                                                                                                                                               | 40                     | <del>450</del> <u>100</u>                              |
| ‡ 50' min. setback from right-of-way                                                                                                                                             |                        |                                                        |
| ** One (1) additional sign shall be permitted provided that the sign shall be oriented toward a freeway and shall be located within fifty (50) feet of the freeway right-of-way. |                        |                                                        |

## 34-5.5.3.A.xi

In the LI-1 district, a freeway sign zone is established within fifty (50) feet of the limited access right-of-way of M-5, I-696, and I-275/I-96 on lots which border these rights-of-way. Freestanding signs may be established in this zone only on improved lots and subject to site plan and landscape plan approval by the planning commission. In no case, however, shall a freeway sign zone include any portion of a front or side yard. Signs in the freeway sign zone are subject to the following conditions:

- a. The sign shall not hinder the flow of traffic circulation on the subject site.
- b. The sign shall not block or restrict visibility of other uses or buildings, whether on- or off-site, beyond what is customary and reasonable for similar sites.
- c. The sign shall not be in conflict with other provisions of the Zoning Ordinance.
- d. One (1) freestanding sign is allowed in this freeway sign zone per zoning lot. Such sign shall not exceed thirty (30) feet in height and shall not exceed ~~three~~ two hundred (~~300~~) (200) square feet in area. This sign is in addition to any freestanding sign otherwise permitted by this ordinance.
- e. Such signs shall be set back no less than 100 feet from any residential property line and shall be spaced in a manner consistent with state law.
- f. Electronic display areas on these signs shall be subject to the standards in Section 5.5.3.B.
- g. Freestanding signs placed in the freeway sign zone shall be constructed in such a manner that they will withstand 90 mph wind forces. Signs shall be properly maintained and shall not be allowed to become unsightly through disrepair or action of the elements.

- h. The landscape plan shall include large evergreen shrubs around all sign posts, ground equipment cabinets, and similar structures, in accordance with Section 34-5.14.3.F.iv., to the extent practical, as determined by the Planning Commission.
- i. The sign shall not be located closer than 5,000 feet from another sign in the freeway sign zone that faces the same direction of traffic on the adjacent freeway.
- j. A cash bond or other financial guarantee approved by the City Attorney shall be filed with the finance director/treasurer for each sign to guarantee proper maintenance. If the applicant fails to maintain any sign properly, such bond shall be forfeited and the applicant shall be required to remove the sign.
- k. After approval of the site plan for the sign by the Planning Commission, permits for construction shall be issued by the code enforcement officer for periods of two (2) years and may be renewed by the code enforcement officer. An inspection fee for each such sign shall be paid at the time application for a permit of its renewal is made. See Section 34-7.6 Permits.

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
MARCH 21, 2024, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Trafelet at 7:30 p.m.

**ROLL CALL**

Commissioners present:           Aspinall, Brickner, Countegan, Grant, Mantey, Trafelet, Stimson, Ware

Commissioners Absent:           Varga

Others Present:                   Staff Planner Perdonik, City Attorney Schultz, Planning Consultants  
Tangari and Upfal

**APPROVAL OF THE AGENDA**

**MOTION by Stimson, support by Grant, to approve the agenda as submitted.**

**Motion passed unanimously by voice vote.**

**PUBLIC HEARING**

**REGULAR MEETING**

**A. ZONING TEXT AMENDMENT 1, 2024**

|                     |                                                                                                                                                                     |
|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CHAPTER OF CODE:    | 34, Zoning Ordinance                                                                                                                                                |
| PROPOSED AMENDMENT: | Amend Zoning Ordinance to include new subsection addressing electronic messaging center area, and to revise regulations regarding additional freestanding sign area |
| ACTION REQUESTED:   | Set for public hearing                                                                                                                                              |
| SECTIONS:           | 34-5.5.3.A.ix, 34-5.5.3.A.iv, and 34-5.5.3.A.xi                                                                                                                     |

Referencing the March 14, 2024 Giffels Webster memorandum, Planning Consultant Tangari explained that a recent review of bonus signs and sign areas for freestanding signs permitted under the Zoning Ordinance in the Expressway Service (ES) and Light Industrial (LI-1) districts, as provided in Section 34-5.5.3.A.iv of the Zoning Ordinance, indicates that there is no limit on the portion of a sign that may be devoted to an electronic display. Which is to say that these bonus signs (up to 100 or 150 square feet in the ES district and up to 300 square feet in the freeway sign area of the LI-1 district per Section 34-5.5.3.A.xi) could potentially be entirely electronic. This may be an unintended consequence of the bonus provisions and should be reviewed. This memo additionally looks at whether the bonus sign areas should be reduced.

In order to prevent the visual and light pollution caused by the spread of large electronic sign areas, Giffels Webster suggests limiting the portion of sign area that may be electronic display to 20-30%, amending Section 34-5.5.3.A.ix by adding the following new item h:

*h. The electronic display area of a sign shall not exceed 30 percent of the total sign area or 30 square feet, whichever is larger.*

Potentially a very small sign could be all electronic. Larger signs will be limited as to the total amount of the area that can be electronic. This would avoid the unintended consequence of having a very large sign in the City, all electronic with 100% electronic imagery, which would be visually impactful for the driver and anyone who lived in the area. Allowing very large signs to be all electronic appears to have been an oversight when the ordinance was drafted.

Commission discussion included:

- Some businesses are set far back from main roads and could benefit from having larger signs. There was a balance between community aesthetic and businesses' ability to advertise.

Staff explained that there would be no change to the primary business identification sign regulations in most districts. The proposed change applies to the ES (Expressway Service) District and the LI-1 (Light Industrial) District and would affect billboard-type signs. Signs could be as large as 150sf or 300sf. It was important to remember that sign content cannot be regulated, and these very large electronic signs can blast out any message.

- It is important that people are able to read the signs. At the public hearing, could staff bring examples of what will be allowed and what will be prohibited?
- Will existing signs be made nonconforming? If so, how many signs would be impacted in that way?
- Was there a true need for this ordinance change? What was the impetus behind this zoning text amendment?
- On the other hand, large, tall signs as discussed tonight should not even be an option in Farmington Hills. People living in and driving through Farmington Hills should not be impacted by large LED signs. The issue was one of an overall aesthetic for the City.

After further discussion, Chair Trafelet asked staff to bring illustrations of signs that would be prohibited, and examples of what would be allowed, and in what district, for the public hearing. A map showing potential locations would also be helpful. Without concrete examples, what was being suggested seemed vague and even premature.

In response, City Planner Perdonik said it was important to have an ordinance the City could live with, prior to getting applications that might take advantage of the unintended consequences of the sign ordinance as it is now written.

Commissioner Ware supported getting more information and discussing this zoning text amendment further before setting it for public hearing. She preferred that the Commission be well informed and understand the issues involved before acting on any change, including this proposed zoning text amendment.

Staff committed to providing further information to the Commission well before the next meeting.

**MOTION by Stimson, support by Mantey, that that Zoning Text Amendment 1-2024, which proposes to amend the Farmington Hills Code of Ordinance, Chapter 34, Zoning, Article 5.0, “Site Standards,” Section 34-5.5, “Signs,” to include a new subsection 34-5.5.3.A.ix.h addressing the area of electronic messaging centers; and Sections 34-5.5.3.A.iv and 34-5.5.3.A.xi to revise regulations regarding additional freestanding sign area, be set for public hearing for the Planning Commission’s next available regular meeting agenda.**

**Motion passed 7-1 by voice vote (Ware opposed).**

**APPROVAL OF MINUTES**

**February 15, 2024, Special Meeting, and February 15, 2024 Regular Meeting**

**MOTION by Aspinall, support by Grant, to approve the February 15, 2024, Special Meeting minutes, and February 15, 2024 Regular Meeting minutes as submitted.**

**Motion carried unanimously by voice vote.**

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

**Motion by Ware, support by Brickner, to adjourn the meeting.**

**Motion carried unanimously by voice vote.**

The meeting was adjourned at 8:31pm.

Respectfully Submitted,  
Kristen Aspinall  
Planning Commission Secretary

/cem

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
APRIL 18, 2024, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Trafelet at 7:30 p.m.

**ROLL CALL**

Commissioners present:           Aspinall, Brickner, Mantey, Trafelet, Stimson, Varga, Ware

Commissioners Absent:           Countegan, Grant

Others Present:                   City Planner Perdonik, Staff Planner Canty, Staff Engineer Alexander,  
City Attorney Schultz, Planning Consultants Tangari and Upfal

**APPROVAL OF THE AGENDA**

**MOTION by Brickner, support by Aspinall, to approve the agenda as submitted.**

**Motion passed unanimously by voice vote.**

**PUBLIC HEARING**

**A. ZONING TEXT AMENDMENT 1, 2024**

CHAPTER OF CODE:           34, Zoning Ordinance

PROPOSED AMENDMENT:   Amend Zoning Ordinance to include new subsection addressing  
electronic messaging center area

ACTION REQUESTED:       Recommendation to City Council

SECTION:                    34-5.5.3.A.ix

City Planner Perdonik explained that his April 5, 2024 memorandum addressed questions and concerns brought forward by the Planning Commission at its March meeting, when this item was set for public hearing.

A recent review of bonus signs and sign areas for freestanding signs permitted under the Zoning Ordinance in the Expressway Service (ES) and Light Industrial (LI-1) districts, as provided in Section 34-5.5.3.A.iv of the Zoning Ordinance, indicates that there is no limit on the portion of a sign that

may be devoted to an electronic display. Which is to say that these bonus signs (up to 100 or 150 square feet in the ES district and up to 300 square feet in the freeway sign area of the LI-1 district per Section 34- 5.5.3.A.xi) could potentially be entirely electronic. This may be an unintended consequence of the bonus provisions, allowing these signs to change the character of the roadway and the character of Farmington Hills. The memo additionally looks at whether the bonus sign areas should be reduced.

The proposed amendment to Section 34-5.5.3.A.ix adds new item “h”, which reduces the allowed electronic display area of a sign, so that the electronic display cannot exceed 30% of the total sign area or 30 square feet, whichever is larger. The memorandum and accompanying information included samples of 13 southeast Michigan communities, all of which are located along freeway corridors. Some communities do not permit electronic billboard type signs at all, while others allow 600+sf of electronic signage. The “in-between” communities allow a certain portion of the square footage to be electronic, or cap the electronic portion at a set number of square feet.

The proposed amendment provided a middle-ground ordinance that also provided a clear standard for enforcement.

Commissioner Brickner noted that when the City didn’t allow any billboard signs it was the subject of a lawsuit. Will this proposed ordinance be likely to result in litigation?

City Attorney Schultz explained that the current ordinance was written while the City was in litigation, in response to that litigation. The amendment being discussed tonight represented a middle ground among other zoning ordinances in Southeast Michigan communities. He did not have a problem with the amendment as presented.

City Planner Perdonik noted that the ordinance already had certain lighting standards in terms of brightness and foot candles at the property line. Other provisions of the lighting and sign ordinances could be reviewed at a future date.

Chair Trafelet opened the public hearing. Seeing that no public indicated they wished to speak on this matter, Chair Trafelet closed the public hearing and brought the matter back to the Commission.

After discussion and amendment, the following motion was offered:

**MOTION by Stimson, support by Varga, to recommend to City Council the adoption of Zoning Text Amendment 1, 2024, an amendment to the sign ordinance section as submitted this evening, adding new subsection h, relating to the electronic display area of signs.**

**Motion passed unanimously by voice vote.**

## **REGULAR MEETING**

## **PUBLIC COMMENT**

None.

## **COMMISSIONER/STAFF COMMENTS**

## **ADJOURNMENT**

**Motion by Trafelet, support by Aspinall, to adjourn the meeting.**

City of Farmington Hills  
Planning Commission Meeting  
April 18, 2024  
Page 3

Approved 05-16-2024

**Motion carried unanimously by voice vote.**

The meeting was adjourned at 9:33pm.

Respectfully Submitted,  
Kristen Aspinall  
Planning Commission Secretary

/cem

MINUTES  
CITY OF FARMINGTON HILLS  
CITY COUNCIL MEETING  
CITY HALL – COUNCIL CHAMBER  
MAY 13, 2024 – 7:30 PM

The regular session meeting of the Farmington Hills City Council was called to order by Mayor Rich at 7:37pm.

Council Members Present: Aldred, Boleware, Bridges (arrived at 8:56pm), Bruce, Dwyer, Knol and Rich

Council Members Absent: None

Others Present: City Manager Mekjian; City Clerk Lindahl; Assistant City Manager Mondora; Directors Kettler-Schmult, Rushlow, Schnackel, and Skrobola, Police Chief King, Fire Chief Unruh and City Attorney Joppich

**PLEDGE OF ALLEGIANCE**

Alex Meyers led the pledge of allegiance.

**PUBLIC HEARING**

**PUBLIC HEARING AND CONSIDERATION OF APPROVAL OF THE INTRODUCTION OF AN ORDINANCE TO AMEND THE FARMINGTON HILLS CODE OF ORDINANCES, CHAPTER 34. "ZONING." ARTICLE 5.0. "SITE STANDARDS." SECTION 5.5. "SIGNS." TO INCLUDE A NEW SUBSECTION 3.A.IX.H ADDRESSING THE AREA OF ELECTRONIC DISPLAY AREAS.**

City Planner Perdonik introduced this zoning text amendment, which addressed the area of electronic display areas (EDA) in the City. Per the International Sign Association (2024) an electronic display area is a sign that is capable of displaying words, symbols, figures, or images that can be changed by remote or automatic means.

There appear to be two (2) particularly noteworthy existing examples of large EDAs within the City of Farmington Hills:

- 1) On the west side of M-5, just north of Grand River Avenue (378 square feet in area per face); and
- 2) On the west side of I-275, just south of Ten Mile Road (360 square feet in area per face).

After showing several examples of EDAs within the city and the state, City Planner Perdonik stated that limiting the size of EDA is important for four reasons:

1. Light pollution – EDAs have the potential to create sky glow which can have a blinding effect on older drivers.
2. Traffic safety – some studies have shown a correlation between the number of these signs along roadways and increased accidents.
3. Visual blight – EDAs have a visual impact, particularly at night, which could become a community aesthetic character issue.
4. Energy consumption – EDAs run 24 hours a day, with one sign using as much energy as 15 US households.

The proposed amendment states that the electronic display area of a sign would not exceed 30% of the total sign area or 30 square feet, whichever is larger. Based on data collected regarding sign sizes in

Farmington Hills, Planner Perdonik stated that while the amendment would affect each sign differently, this would allow the ability to advertise electronically without impacting the four areas mentioned previously.

When asked about the status of the two existing signs that are 378 square feet and 360 square feet, Planner Perdonik stated that one of the signs was approved through a variance and the other was part of a consent judgment, so neither would be impacted by the amendment.

Council asked about the new sign that was recently installed for the ice arena; that sign should be in compliance so that the city is following the same requirements expected of other businesses.

Mayor Rich asked if there are any businesses with existing signs that would be disadvantaged by the proposed amendment. Planner Perdonik stated that there were none, and that the amendment was crafted to allow gas stations, banks, and other businesses with signs to operate as normal.

Mayor Rich opened the Public Hearing. As no public indicated they wished to speak on this topic, Mayor Rich closed the public hearing.

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby approves the INTRODUCTION of an Ordinance to amend the Farmington Hills Code of Ordinances, Chapter 34, "Zoning," Article 5.0, "Site Standards," Section 5.5, "Signs," to include a new Subsection 3.A.ix.h addressing the area of electronic display areas.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRUCE, DWYER, KNOL AND RICH

Nays: NONE

Absent: BRIDGES

Abstentions: NONE

MOTION CARRIED 6-0.

### **ADDITIONS TO AGENDA**

There were no additions to the agenda.

### **PUBLIC COMMENTS**

Mayor Rich reviewed the process and rules relative to public comment. Those speakers who gave their names are listed below. Many names are spelled phonetically.

#### **Regarding the Costick Center**

Anita, Farmington Hills

Linda Bodson, Farmington Hills

Darcy Scott, Farmington Hills

The speakers emphasized the well-attended programs at the Costick Center, the warm pool water which is essential for seniors, and the sense of community people feel at the Costick Center. All opposed moving senior programs to the Hawk, where it is hard to hear, programs are geared to other demographics, and pool water is cold.

#### **Sewer charges:**

Mr. Tyson, Farmington Hills, addressed his concern about his sewer charges, which were high for a single sewer lines, used by a single person, with no current municipal water use.

#### **Regarding the Israeli/Hamas-Gaza conflict, and the request for a City proclamation calling for a cease fire.**

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Merv Khan, Farmington Hills

Gerald Dotson, Canton

Dr. Nadal Jabor, Dearborn MI, Doctors against genocide

Dana, Farmington Hills

Nina Jamaluddin

Yasmin, Dearborn

Mike Ortella, Canton

Sreela Datta, Code Pink Women for Peace

Jenna, Farmington Hills

Mandy Sullivan, Farmington Hills

Haley, Huntington Woods

Stella Krsiak, Pleasant Ridge MI

Eric Shelley, Southfield

Iman Ismail, West Bloomfield

Darcy Scott, Farmington Hills Steering Committee for the Interfaith Council for Farmington Area

Interfaith Association

Farah Khan, Farmington Hills

Rania Masri, Farmington Hills

Dr. Motaz Ibrahim, Sterling Heights

Adam, Farmington Hills

Claire Romanchuk, Farmington Hills

Jacob, Farmington Hills

**APPROVED 6/10/2024**

Dakshini Sivakumaran, Farmington Hills  
Megna Kory, Farmington Hills  
Maria, Canton  
Helima, Farmington Hills  
Patrick Demers, “up north”  
Rana, Farmington Hills  
Shadia Bushaban, Grand Blanc  
Sarah, Troy  
Ms. Hurra, Dearborn  
Ravia, Bloomfield Hills  
Tommy Airy  
Alexandra, Farmington Hills  
Melina Peratsakis, Farmington Hills  
Mohammad Halilovic, Farmington Hills  
Maria Feisting, Farmington Hills  
Irfan Shuttari, Farmington Hills  
Jenna, Farmington Hills  
Jenny  
Lena, Farmington Hills  
Pete Paratsakis, Farmington Hills  
Hanan, Dearborn MI  
Ms. Gill, Farmington Hills

Specifically speaking in support of the Mayor and Council:

Pam Gerald, Farmington Hills  
Richard Ensley, Farmington Hills  
Ryan, Farmington Hills

**CITY ATTORNEY REPORT**

The City Attorney report was received by Council.

**ADJOURNMENT**

The regular session City Council meeting adjourned at 12:41am.

Respectfully submitted,

Carly Lindahl, City Clerk

**ORDINANCE NO. C-6-2024**

**CITY OF FARMINGTON HILLS  
OAKLAND COUNTY, MICHIGAN**

**AN ORDINANCE TO AMEND THE FARMINGTON HILLS CODE OF ORDINANCES, CHAPTER 34, "ZONING," ARTICLE 5.0, "SITE STANDARDS," SECTION 5.5, "SIGNS," TO INCLUDE A NEW SUBSECTION 3.A.ix.h ADDRESSING THE AREA OF ELECTRONIC DISPLAY AREAS.**

**THE CITY OF FARMINGTON HILLS ORDAINS:**

**Section 1 of Ordinance. Ordinance Amendment.**

The Farmington Hills City Code, Chapter 34, "Zoning," Article 5.0, "Site Standards," Section 5.5, "Signs," is hereby amended to add a new Subsection 3.A.ix.h and shall hereafter read as follows:

**Section 5.5. Signs**

1. [*Unchanged.*]
2. [*Unchanged.*]

**3. Specific Regulations for Permanent Signs.**

- A. Freestanding Signs. Freestanding signs are permitted within the various use districts subject to the following conditions:
  - i. Such signs shall be limited to one (1) per zoning lot containing an occupied building that has a valid certificate of occupancy, unless otherwise provided for below.
  - ii. Freestanding signs shall be located in the freestanding sign zone, which is an area in the front yard of any lot no closer than five (5) feet to the right-of-way line and no further than 25 feet from the right-of-way line. The city may permit an extension of the sign zone to 35 feet from the right-of-way line in those instances where a marginal access easement or similar restriction exists along the frontage adjacent to the proposed freestanding sign.
  - iii. The number of freestanding signs permitted on a zoning lot shall be governed as follows:
    - a. In non-residential zoning districts, the maximum number of freestanding signs permitted within the freestanding sign zone shall be three. When only one freestanding sign is provided, it shall be the principal sign. If more than one freestanding sign is provided, one shall be designated by the applicant as the principal sign and any others (up to two additional) shall be secondary signs. The maximum size of a secondary sign is four (4) square feet and the maximum

height is 32 inches. The total area of all freestanding signs combined shall not exceed the maximum sign area permitted in 34-5.5.3.A.iv. below.

- b. Freestanding signs shall be placed in a manner consistent with state law but in no case shall they be less than twenty (20) feet apart.
- c. On a corner lot that has at least three hundred (300) feet of frontage on each of two (2) major or secondary thoroughfares, one additional principal freestanding sign may be permitted in the freestanding sign zone provided that only one principal sign is oriented toward each thoroughfare.
- d. Where the zoning lot, not a corner lot, has frontage on two (2) major or secondary thoroughfares and has vehicular access via both such thoroughfares, one additional principal freestanding sign may be permitted provided that only one principal sign is oriented toward each thoroughfare.
- e. Where the zoning lot has greater than three hundred (300) feet of frontage on a given thoroughfare, one additional freestanding sign shall be permitted on that frontage. The maximum size of the additional sign shall not exceed fifty (50) percent of the maximum freestanding sign area for the zoning lot in that district. The second sign shall be located not less than one hundred (100) feet from the principal sign.
- f. In all districts, zoning lots where the principal use is non-residential shall be permitted to have additional freestanding signs setback at least 35 feet from any right-of-way or property line as follows:
  - (1) Such signs shall be no greater than thirty two (32) inches in height and no greater than two (2) square feet in sign area.
  - (2) Up to four (4) such signs shall be permitted per 100 feet of lot frontage.
  - (3) Signs compliant with the Michigan Manual of Uniform Traffic Control Devices and used to direct traffic shall not be subject to these provisions.
- g. For non-residential uses and multi-family uses in RA and RC districts, one (1) freestanding sign is permitted. Items b, c, and d above shall apply.

iv. The maximum area and height of permitted freestanding signs shall be controlled as follows:

| <b>5.5.3.A.iv. Maximum Size and Height of Freestanding Signs</b> |                        |                                                        |
|------------------------------------------------------------------|------------------------|--------------------------------------------------------|
|                                                                  | Maximum Height in Feet | Maximum Area in Square Feet of all Freestanding Signs* |
| a. RA, RP, RC, and MH districts                                  |                        |                                                        |
| (1) For dwellings                                                | Not permitted          | Not Permitted                                          |
| (2) for multi-family complexes                                   | six                    | 32                                                     |
| (3) For principal buildings other than residential               | six                    | 32                                                     |
| b. SP-1 district                                                 | six                    | 32                                                     |
| c. SP-2 district                                                 | six                    | 32                                                     |

|                                                                                                                                                                                  |       |     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-----|
| d. SP-3 district                                                                                                                                                                 | eight | 64  |
| e. SP-4 district                                                                                                                                                                 | eight | 64  |
| f. OS-1 district                                                                                                                                                                 | six   | 32  |
| g. OS-2 district                                                                                                                                                                 | six   | 32  |
| h. OS-3 district                                                                                                                                                                 | six   | 32  |
| i. OS-4 district                                                                                                                                                                 | six   | 32  |
| j. B-1 district                                                                                                                                                                  | six   | 32  |
| k. B-2 district                                                                                                                                                                  | eight | 64  |
| l. B-3 district                                                                                                                                                                  | eight | 64  |
| m. B-4 district                                                                                                                                                                  | eight | 64  |
| n. ES district – option 1                                                                                                                                                        | eight | 64  |
| o. ES district – option 2                                                                                                                                                        | 30    | 100 |
| p. ES district – additional sign**                                                                                                                                               | 40    | 150 |
| q. IRO district                                                                                                                                                                  | eight | 32  |
| r. LI-1 district***                                                                                                                                                              | eight | 64  |
| * See Section 55.3.A.vii. for information about design standard bonuses.                                                                                                         |       |     |
| ** One (1) additional sign shall be permitted provided that the sign shall be oriented toward a freeway and shall be located within fifty (50) feet of the freeway right-of-way. |       |     |
| *** See Section 55.3.A.x for information about signs in the freeway freestanding sign zone.                                                                                      |       |     |

- v. The necessary uprights, backgrounds or structures used to support or serve as a design feature of a freestanding sign shall be excluded from the calculation of sign area, provided that the surface is not, by definition, a sign and provided further that the area of the support structure / design feature is not more than twice the area of the sign being supported. For example, a 64 square foot sign could be mounted on a 128 square foot freestanding background (see graphic).

Fig. 5.5.3.A.v. Freestanding signs – example of background and base equal to twice



In this example, sign area (within red boundary) is 64 square feet. The base and background total 128 square feet (2 times the sign area)

sign area

- vi. The minimum height of all letters and numbers on a freestanding sign shall be as follows:



| Posted Roadway Speeds | Minimum Letter and Number Height |
|-----------------------|----------------------------------|
| 45 mph or greater     | 6 inches                         |
| 30-40 mph             | 4.5 inches                       |
| 25 mph or less        | 3 inches                         |

The height of letters and numbers on an incidental message or within a logo may be less than stated above, provided the primary message meets the above standards. In no case shall letters or numbers less than the above standards comprise more than ten percent of the total sign area.

Fig. 5.5.3.A.vi. Freestanding signs - Incidental message

- vii. Design Standard Incentives for Freestanding Signs. In order to encourage high-quality design and foster greater aesthetic unity within the City, the following design standards are established for all freestanding signs on a zoning lot:
  - a. The panels of internally illuminated signs shall be so designed as to permit light to be visible only where text or a design is present. The background color of the panel shall be a color with a Light Reflectance Value of 30% or lower (darker).
  - b. The display areas of externally illuminated signs shall be constructed of durable architectural materials such as metal, stone, ceramic, or brick, and

In this example of a sign on a 45 mph road, the sign area of the primary message (Monument Sign) is in letters that are taller than six inches. The incidental message (in red border) is less than six inches tall and it comprises less than ten percent of the total sign area.

- shall be consistent with the design of the principal structure.
- c. The base of the sign shall be comprised of durable materials such as decorative metal, stone, granite or brick, and the width of the base shall be at least fifty percent (50%) the width of the sign structure that it supports. Signs that have visible support structures shall not be permitted when using this incentive package.
- d. Design of secondary signs shall match the design of the principal sign.
- e. Zoning lots with freestanding signs meeting all the design standards of this subsection shall receive a maximum total area bonus as follows:

| <b>Bonus maximum freestanding sign area for meeting design standards, by district</b> |              |
|---------------------------------------------------------------------------------------|--------------|
| <b>Districts</b>                                                                      | <b>Bonus</b> |
| RC, MH, SP-1, SP-2, OS-1, OS-2, OS-3, OS-4, B-1, and IRO                              | 20 percent   |
| SP-3, SP-4, B-2, B-3, B-4, and LI-1                                                   | 10 percent   |

- viii. Landscaping. The area around the base of a freestanding sign within the freestanding sign zone shall be landscaped as follows:
  - a. A landscaped area not less than three feet in width shall be provided on all sides of the base of a freestanding sign.
  - b. Plant materials shall not obscure the content of the sign.
  - c. In all districts, the height of plant materials shall not in any case exceed 32 inches in order to preserve sight distance for motorists exiting and entering the site, except that accent plantings exceeding this height may be permitted in the portion of the landscaping area further than the sign structure from the right-of-way. In the ES districts, landscaping around the base of a sign over eight feet tall and mounted on a pole or poles shall not exceed 30 inches in height.
  - d. For landscaping plans submitted with a sign permit application that is outside the freeway sign zone, the Planning and Community Development Department Director or his/her designee shall be the approving body. A sign-related landscape plan shall be prepared to scale, but does not require the seal of a design professional.

The requirement for landscaping around the base of a freestanding sign shall be waived if: 1) the freestanding sign is constructed with no visible poles or posts supporting the sign; 2) the base of the freestanding sign is comprised of durable materials such as decorative metal, stone, granite or brick; and 3) the width of the base is at least fifty percent (50%) the width of the sign structure that it supports.

- ix. Electronic display areas shall be permitted as follows:
  - a. Electronic display areas shall not be permitted in any RA or RC district, except for non-residential uses that are located on major and secondary thoroughfares, as defined in the City of Farmington Hills Thoroughfare Plan.
  - b. Electronic display areas shall automatically dim. The brightness of such display areas shall be limited to 0.3 footcandles above ambient light conditions, as measured from the distances in the following table:

| <b>Size of display area</b>   | <b>Measuring distance</b> |
|-------------------------------|---------------------------|
| 16 square feet or less        | 40 feet                   |
| Between 16 and 32 square feet | 48 feet                   |
| 32 square feet or greater     | 55 feet                   |

- c. Signs shall be programmed to go dark in the event of a malfunction.
  - d. The content of the electronic display area shall not feature motion or animation. Any and all portions of the message shall remain static for a

minimum of thirty (30) seconds. The change from message to message shall be instantaneous.

- e. The background of the electronic display shall not be white.
  - f. Electronic displays shall not mimic traffic controls.
  - g. See Section 34-5.5.2.F regarding illumination.
  - h. The electronic display area of a sign shall not exceed thirty (30) percent of the total sign area or thirty (30) square feet, whichever is larger.
- x. Entranceway structures, for the purpose of supporting signs which commonly identify a development, part or all of which is served by a minor public or private street system such as subdivisions, industrial or office parks, or multiple-family developments, may be permitted by the Building Official or his/her designee. Such structures and signs shall be approved and a permit issued subject to the following restrictions:
- a. The entranceway structure shall be permitted for developments in which individual parcels or uses are accessible only by way of public streets which serve more than two (2) zoning lots or by way of private streets or drives which serve more than two (2) separate and distinct principal uses.
  - b. Such entranceway structures may be located within a public or private street right-of-way if approved by the governmental entity or property owner having jurisdiction or ownership of the right-of-way area and by the zoning board of appeals.
  - c. Such structures shall be located adjacent to a major or secondary thoroughfare and to the entrance road to a subdivision plat, multiple-family development, mobile home park or other planned development.
  - d. Such structures may be located within a required setback provided it shall be set back a minimum of ten (10) feet from any street right-of-way, and the location meets the requirements of Section 34-5.10, Corner Clearance.
  - e. No part of an entranceway structure, including supporting structures, shall be higher than ten (10) feet nor longer than twenty (20) feet.
  - f. Entranceway structures and signs may be located only in yards adjacent to streets entering the subdivision or project indicated on the sign.
  - g. Entranceway structures that are to be located on individually owned parcels, rather than on parcels which are part of an overall development, may be allowed only in a private easement dedicated for such purposes, and provided that appropriate provision has been made to assure continued maintenance of the structure.
  - h. The sign area shall be limited to the smallest maximum area in square feet permitted in the district in Section 34-5.5.3.B for freestanding signs; except that in the RA, RP, RC and MH districts, the maximum size permitted shall be thirty-two (32) square feet.
- xi. In the LI-1 district, a freeway sign zone is established within fifty (50) feet of the limited access right-of-way of M-5, I-696, and I-275/I-96 on lots which border these rights-of-way. Freestanding signs may be established in this zone only on improved lots and subject to site plan and landscape plan approval by the planning commission. In no case, however, shall a freeway sign zone include any portion of a front or side yard. Signs in the freeway sign zone are subject to the following conditions:

- a. The sign shall not hinder the flow of traffic circulation on the subject site.
- b. The sign shall not block or restrict visibility of other uses or buildings, whether on- or off-site, beyond what is customary and reasonable for similar sites.
- c. The sign shall not be in conflict with other provisions of the Zoning Ordinance.
- d. One (1) freestanding sign is allowed in this freeway sign zone per zoning lot. Such sign shall not exceed thirty (30) feet in height and shall not exceed three hundred (300) square feet in area. This sign is in addition to any freestanding sign otherwise permitted by this ordinance.
- e. Such signs shall be set back no less than 100 feet from any residential property line and shall be spaced in a manner consistent with state law.
- f. Electronic display areas on these signs shall be subject to the standards in Section 5.5.3.B.
- g. Freestanding signs placed in the freeway sign zone shall be constructed in such a manner that they will withstand 90 mph wind forces. Signs shall be properly maintained and shall not be allowed to become unsightly through disrepair or action of the elements.
- h. The landscape plan shall include large evergreen shrubs around all sign posts, ground equipment cabinets, and similar structures, in accordance with Section 34-5.14.3.F.iv., to the extent practical, as determined by the Planning Commission.
- i. The sign shall not be located closer than 5,000 feet from another sign in the freeway sign zone that faces the same direction of traffic on the adjacent freeway.
- j. A cash bond or other financial guarantee approved by the City Attorney shall be filed with the finance director/treasurer for each sign to guarantee proper maintenance. If the applicant fails to maintain any sign properly, such bond shall be forfeited and the applicant shall be required to remove the sign.
- k. After approval of the site plan for the sign by the Planning Commission, permits for construction shall be issued by the code enforcement officer for periods of two (2) years and may be renewed by the code enforcement officer. An inspection fee for each such sign shall be paid at the time application for a permit of its renewal is made. See Section 34-7.6 Permits.

**B. Wall Signs**

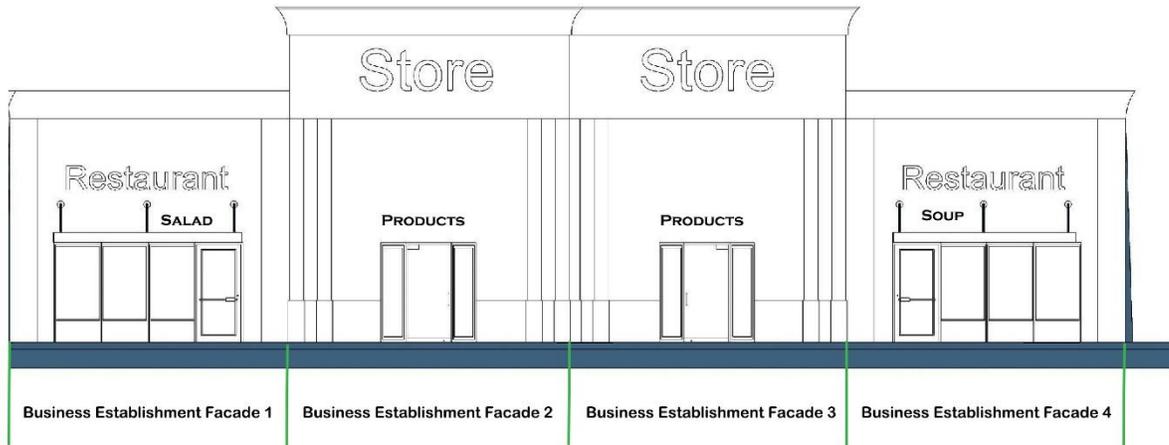
- i. The maximum area of permitted wall signs shall be controlled as follows:

| <b>5.5.3.B.i. Maximum area of permitted wall signs</b> |                                                               |                                                               |
|--------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------|
|                                                        | <b>Maximum Area of All Wall Signs</b>                         |                                                               |
| <b>District</b>                                        | <b>With Freestanding Signs</b>                                | <b>Without Freestanding Signs</b>                             |
| a. RA, RP, RC and MH districts:                        |                                                               |                                                               |
| (1) Single family residences                           | n/a                                                           | 2 square feet                                                 |
| (2) Multi-family complexes                             | 10 square feet per building                                   | 10 square feet per building                                   |
| (3) For principal buildings other than residential     | 25 square feet                                                | 25 square feet                                                |
| b. SP-2, SP-3 and SP-4 districts                       | 25 square feet                                                | 25 square feet                                                |
| c. OS-1 and OS-3 districts                             | 10% of façade, not to exceed 50 square feet on any one façade | 10% of façade, not to exceed 75 square feet on any one façade |

|                              |                                                                |                                                                |
|------------------------------|----------------------------------------------------------------|----------------------------------------------------------------|
| d. OS-2 districts            | 10% of façade, not to exceed 50 square feet on any one façade  | 10% of façade, not to exceed 100 square feet on any one façade |
| e. OS-4 districts            | 10% of façade, not to exceed 100 square feet on any one façade | 10% of façade, not to exceed 150 square feet on any one façade |
| f. B-1 and B-3 districts     | 10% of establishment façade                                    | 10% of establishment façade                                    |
| g. B-2, B-4 and ES districts | 15% of establishment façade                                    | 15% of establishment façade                                    |
| h. IRO districts             | 10% of façade, not to exceed 100 square feet on any one façade | 10% of façade, not to exceed 150 square feet on any one façade |
| i. LI-1 districts            | 15% of establishment façade                                    | 15% of establishment façade                                    |

- ii. The number and location of permitted wall signs shall be controlled as follows:
  - a. In non-residential districts:
    - (1) Wall signs shall be permitted on up to two (2) façades of a building, provided that such wall signs shall not be permitted on a facade which faces a bordering residential district unless such district is separated from the nonresidential district by a major or secondary thoroughfare. For those districts referenced in Table 5.5.3.B.i. as being regulated by establishment façade, the above standard shall be regulated per business establishment façade.
    - (2) The maximum number of wall signs per façade is two (2), except as provided for in item (3) below. For those districts referenced in Table 5.5.3.B.i. as being regulated by establishment façade, the above standard shall be regulated per business establishment façade.

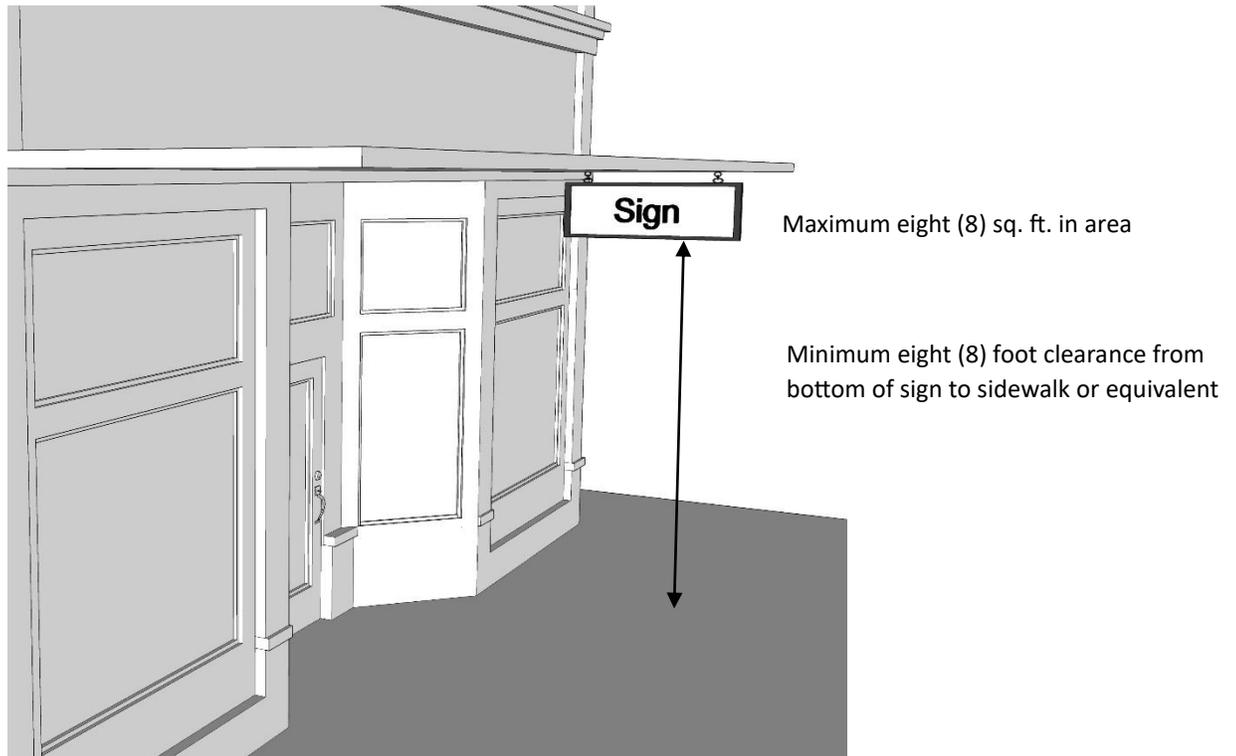
**Fig. 5.5.3.B.ii.a. Business Establishment Façade**



- (3) Within five feet of any external entranceway meant to serve patrons or visitors in any multi-tenant office, retail or industrial building, up to two (2) square feet of wall area on the ground floor level may be occupied by a sign, provided that in buildings with multiple entrances where signs are placed, the location and size of such signs shall be standard and uniform.
- b. In residential districts:
  - (1) For a non-residential use, one wall sign shall be permitted on the principal building.
  - (2) For multi-family developments, one wall sign is permitted per building.
  - (3) For single-family residences, one wall sign is permitted on the ground floor of the primary façade.
- c. Signs may be placed on roofs that are so nearly vertical as to resemble a wall. However, signs attached to such roof shall be vertical to the ground and shall be attached so that the sign does not project beyond or overhang the roof by more than one (1) foot at the bottom of the sign and by more than two (2) feet at the top of the sign, as measured in horizontal planes. The bottom of the sign shall not extend below the roof nor extend to within less than one (1) foot of the top of the roof.
- d. Signs and street numbers shall not be placed on any penthouse or other architectural feature which is located above the highest point of the roof or parapet.
- e. No signs shall project beyond or overhang a wall, or any permanent architectural feature, by more than one foot and shall not project above or beyond the highest point of the roof or parapet.
- iii. Street numbers shall not be counted as a sign when attached to or located on a building wall, provided such signs meet all other applicable sign requirements of this section.

### C. Hanging Signs

- i. Hanging signs shall be permitted as a component of a planned shopping center. One sign shall be permitted per occupancy.
- ii. Hanging signs shall be located under an arcade and shall not project beyond the furthest extent of said arcade.
- iii. Hanging signs shall be approved as part of the overall site plan for a shopping center, and all signs within a center shall have a uniform design compatible with the architecture of the center.
- iv. Hanging signs shall not exceed a maximum sign area of eight (8) square feet.
- v. Hanging signs shall maintain a minimum vertical clearance of eight (8) feet between the lowest point of the sign and the sidewalk.

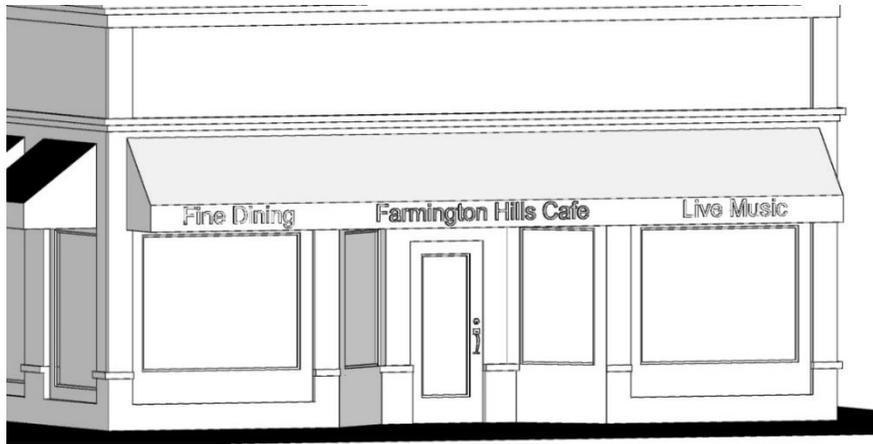


**Fig. 5.5.3.C. Hanging Signs**

**D. Awning Signs**

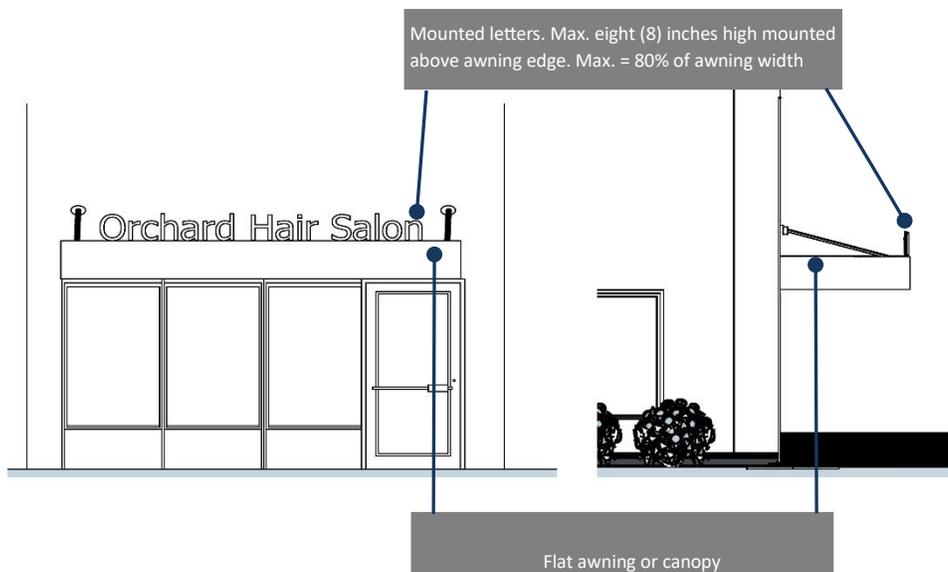
- i. Awning signs shall be permitted in all districts except RA and RC districts.
- ii. The design of awnings shall be of two types: shed awnings or flat awnings, as defined in this ordinance.
- iii. Awnings shall not be lit in such a way that they appear to glow from within.
- iv. Shed awning signs shall not exceed eight (8) inches in height and shall be located on the drip edge of a shed awning or canopy. Such signage shall not exceed 80% of the awning width.

**Fig. 5.5.3.D.iv. Awning Signs – permitted on the drip edge**



- v. Flat (horizontal) awning signs shall not exceed eight (8) inches in height and may extend or be placed above the awning provided that the letters are attached to the awning or canopy and shall not exceed 80% of the awning width.
- vi. Awning signs shall only be located on the primary business frontage and the sign area shall be counted toward the total wall sign allowance.
- vii. Awning sign regulations shall also apply to canopies, where canopies are permitted. Canopy design shall also adhere to a shed or flat design, similar to shed awnings and flat awnings, except that there are supporting posts or columns attached to the ground.

**Fig. 5.5.3.D.vii. a) Awning Signs – Letters above straight awning**



**Fig. 5.5.3.D.iv. b) Awning Signs– Letters on face of straight awning**



**E. Temporary A-Frame Signs.** A-Frame Signs shall be permitted as follows:

- i. In non-residential districts, A-frame signs are not permitted.
- ii. In residential districts, one A-frame sign shall be permitted per vehicular entrance from a major or secondary thoroughfare or primary collector street to a subdivision, condominium, multiple family development, or non-residential use. The following additional standards apply:
  - a. The total A-frame sign structure (which includes any sign copy and the remaining structure) shall not exceed twelve (12) square feet per side.
  - b. The height of the sign structure, which includes the sign panel and the support structure, shall be no greater than four (4) feet in height as measured from the ground to the top of the full extent of the A-frame structure.
  - c. The sign shall not be illuminated in any manner.
  - d. The sign shall not be located within a road right-of-way and shall be located within a sign zone extending from a minimum of three (3) feet to fifteen (15) feet from the right-of-way. A-frame signs shall not be located where it interferes with vehicular or pedestrian traffic flow or [the visibility of motorists](#).
  - e. The sign must be stored inside when not displayed. An A-frame sign may remain in place 24-hours per day, but shall not be placed for more than 7 consecutive days and shall not be placed at an entryway more than once per calendar month.

- f. A-Frame signs shall be spaced a minimum of 100 feet apart.
- g. The sign must be professionally constructed of weather-proof, durable material, and kept in good repair.
- h. The sign shall not contain moving parts, or have balloons, windsocks, pinwheels, streamers, pennants, or similar adornment attached to them.
- i. The sign shall be so weighted that it will not fall or move in wind conditions up to 60 mph.

**Fig. 5.5.3.E.ii. A-frame Signs– Guide to measuring sign area**



For an A-frame sign, measure sign area by the full extent of the sign and support structure (inside red area), except for legs.

**F. Temporary and Permanent Window Signs**

- i. Window signs shall be permitted in all non-RA and non-RC districts.
- ii. Window signs shall be permitted to occupy up to 25 percent of the total window glazed area of any given façade regardless of whether they are temporary or permanent.
- iii. Etched or applied lettering or designs that are within the lower eight inches of any ground floor window shall be permitted and shall not be considered part of the total area of window signs provided that do not exceed eighty (80) percent of the width of any window to or on which they are placed.
- iv. Window signs shall contain a static message and shall not flash, scroll or otherwise give the appearance of movement or intermittent change.

4. [Unchanged.]

5. [Unchanged.]

**Section 2 of Ordinance. Repealer.**

All ordinances, parts of ordinances, or sections of the City Code in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect, and the Farmington Hills Ordinance Code shall remain in full force and effect, amended only as specified above.

**Section 3 of Ordinance. Savings.**

The amendments of the Farmington Hills Code of Ordinances set forth in this ordinance do not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendments of the Farmington Hills Code of Ordinances set forth in this ordinance.

**Section 4 of Ordinance. Severability.**

If any section, clause or provision of this ordinance shall be declared to be unconstitutional, void, illegal or ineffective by any court of competent jurisdiction, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated, and such section, clause or provision declared to be unconstitutional, void or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this ordinance shall stand and be in full force and effect.

**Section 5 of Ordinance. Effective Date.**

The provisions of this ordinance are ordered to take effect twenty-one (21) days after enactment.

**Section 6 of Ordinance. Date and Publication.**

This ordinance is declared to have been enacted by the City Council of the City of Farmington Hills at a meeting called and held on the \_\_\_\_ day of \_\_\_\_\_, 2024, and ordered to be given publication in the manner prescribed by law.

Ayes:

Nays:

Abstentions:

Absent:

STATE OF MICHIGAN    )  
                                          ) ss.  
COUNTY OF OAKLAND )

I, the undersigned, the qualified and acting City Clerk of the City of Farmington Hills, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Council of the City of Farmington Hills at a meeting held of the \_\_\_\_ day of \_\_\_\_\_, 2024, the original of which is on file in my office.

\_\_\_\_\_  
Carly Lindahl, City Clerk  
City of Farmington Hills

SUMMARY  
ORDINANCE NO. C-6-2024  
CITY OF FARMINGTON HILLS  
OAKLAND COUNTY, MICHIGAN

NOTICE of an Ordinance amending the Farmington Hills Code of Ordinances, Chapter 34, "Zoning," Article 5.0, "Site Standards," Section 5.5, "Signs," to include a new Subsection 3.A.ix.h addressing the area of electronic display areas.

A full copy of the Ordinance is on file in the Clerk's Office for public review between the hours of 8:30am and 4:30pm Monday through Friday.

Section 1, Ordinance Amendment

Section 2, Repealer

Section 3, Savings

Section 4, Severability

Section 5, Effective Date           The provisions of this Ordinance are ordered to take effect twenty-one (21) days after enactment.

Section 6, Date and Publication

CARLY LINDAHL, City Clerk

Publish: Oakland Press 6/30/2024

## **REPORT FROM THE CITY MANAGER TO CITY COUNCIL**

**June 21, 2024**

**SUBJECT:** City of Farmington Advanced Life Support Services Agreement

### Administrative Summary

During the month of December 2023, the Farmington Hills Fire Department was asked to provide a quote to the City of Farmington for the purposes of providing Advance Life Support services. The services included the response to approximately 800 incidents annually. Advance Life Support services includes responding to calls for services, evaluating and treating sick and injured patients and transporting them to the appropriate hospital.

A bid for \$275,000 annually was submitted to the City of Farmington in January 2024. This bid is broken down in the following manner.

- **Administrative Fee:** An annual \$25,000 administrative fee for record keeping, patient billing, licensing, response to Freedom of Information Act requests and citizen inquiries, and State of Michigan transportation fees.
- **Response Fee:** An annual \$150,000 response fee for cost of personnel wages, benefits, uniforms and related personnel costs, insurance, gas, oil, maintenance, compliance with regulations, quality assurance, continuing education training of personnel and medical treatment equipment including oxygen.
- **Capital Share Fee:** An annual \$100,000 capital share fee to address wear and tear on Farmington Hills vehicles and equipment such as but not limited to LUCAS, cardiac monitors, Stryker stretchers, and mobile data computers.

Farmington City Council met on March 11, 2024, and approved the offer, Advance Life Support services commenced on March 15, 2024.

### Recommendation

It is recommended that the City Council approves the attached contract for Advance Life Support services provided to the City of Farmington.

Prepared by: Jon Unruh, Fire Chief

Reviewed by: Gary Mekjian, City Manager

Approved by: Gary Mekjian, City Manager

**INTERLOCAL AGREEMENT FOR  
ADVANCED LIFE SUPPORT EMERGENCY MEDICAL SERVICES  
BETWEEN THE CITY OF FARMINGTON HILLS  
AND THE CITY OF FARMINGTON**

This Agreement is between the City of Farmington Hills, a Michigan municipal corporation located at 31555 W. Eleven Mile Road, Farmington Hills, Michigan 48336, ("Farmington Hills") and the City of Farmington located at 23600 Liberty Street, Michigan 48335. ("Farmington"). Farmington and Farmington Hills may be referred to collectively as ("Parties") or individually as a ("Party").

In consideration of the mutual covenants promises made herein, and other valuable considerations, receipt of which is hereby acknowledged, the Parties do hereby bind themselves to the terms and conditions of this Agreement.

**1. Agreement Purpose:**

- 1.1.** Farmington Hills maintains and operates an advanced life support emergency medical services ("ALS") response within its Fire Department with staffing capable of performing such services for Farmington.
- 1.2.** Farmington previously had an arrangement with a private company to provide these services.
- 1.3.** Farmington has determined that it will be beneficial to have Farmington Hills provide these services rather than contract with a private company to provide such ALS service.
- 1.4.** Farmington has requested, and Farmington Hills has agreed to provide, ALS services within Farmington, and this Agreement is intended to establish the terms and conditions between the Parties with respect to the provision of such services.
- 1.5.** The Urban Cooperation Act of 1967, Act 7 of 1967, MCL 124.501 *et. seq.* authorizes a public agency to provide services to another public agency in the form of an interlocal agreement.

**2. Definitions:** The definitions contained in 1990 PA 179, the Emergency Medical Services Act "the Act," specifically Sections 20902 through 20908 (MCL 333.20902-MCL 333.20908), as exist on the date of this Agreement, shall be applicable to the same terms used in this Agreement.

**3. Designation of Advanced Life Support Provider:** Farmington designates Farmington Hills as its provider of ALS services in the City of Farmington and authorizes Farmington Hills to bill and collect fees from persons who use the ALS services in the City of Farmington, during the term of this Agreement. The Parties acknowledge and agree that during a major emergency in Farmington, the Farmington Director of Public Safety or their designee may request other agencies to provide equipment and services in assisting with the major emergency.

#### **4. Term and Termination:**

- 4.1.** The term of this Agreement shall be effective as of 12:01 a.m. on March 15, 2024("Effective Date") and shall expire on June 30, 2025, at 11:59:59 p.m., unless terminated earlier as provided below. Prior to expiration, the Parties' city managers may mutually agree to extend the term of the Agreement for one additional calendar year expiring on June 30, 2026, at 11:59 p.m., unless terminated earlier as provided below.
- 4.2.** Either Party may terminate this Agreement for cause if the other Party fails to correct a default in its performance within sixty (60) days of written notice from the other Party of the default. The notice shall state the default to be cured and the effective date of termination.
- 4.3.** In addition to termination for cause, either Party may terminate this Agreement for any reason, including convenience, by providing the other party six (6) months written notice of termination.
- 4.4.** This Agreement may be terminated for any reason, and with or without cause, by the mutual written agreement of Farmington Hills and Farmington, approved by concurrent resolutions of the Farmington Hills City Council and the Farmington City Council.
- 4.5.** Upon the date of expiration or termination of this Agreement, Farmington Hills shall be relieved of any obligation to provide ALS service in Farmington, and Farmington shall pay Farmington Hills for all services received from Farmington Hills up to the date of the expiration or termination that have not been paid.

#### **5. Farmington Responsibilities:**

- 5.1 Financial Obligations:** Farmington shall pay the fees to Farmington Hills described below:
  - 5.1.1. Administrative Fee:** An annual \$25,000.00 administrative fee for record keeping, patient billing, licensing, response to Freedom of Information Act requests and citizen inquiries, and State of Michigan transportation fees.
  - 5.1.2. Response Fee.** An annual \$150,000.00 response fee for costs of personnel wages, benefits, uniforms and related personnel costs, insurance, gas, oil, maintenance, compliance with regulations, quality assurance, continuing education training of personnel and medical treatment equipment including oxygen.
  - 5.1.3. Capital Share Fee.** An annual \$100,000.00 capital share fee to address wear and tear on Farmington Hills' vehicles and equipment such as but not limited to LUCAS, cardio monitors, Stryker stretchers, and mobile data computers.
  - 5.1.4. Payment:** For the partial year period of time from the Effective Date of this Agreement through June 30, 2024, Farmington shall pay Farmington Hills the

prorated portion of the above annual fees in an amount equaling \$\_\_\_\_\_, on or before June 30, 2024. Thereafter, Farmington shall pay the above annual fees to Farmington Hills in quarterly installments, with the first such quarterly payment being made on or before July 1, 2024, and the subsequent quarterly payments being made and due on each October 1<sup>st</sup>, January 1<sup>st</sup>, April 1<sup>st</sup>, and July 1<sup>st</sup> thereafter. Interest at the rate of 1% per month shall be paid by Farmington to Farmington Hills for any amounts not received by Farmington Hills by the payment due date.

**6. Farmington Hills Responsibilities:**

- 6.1. Provision of ALS Services:** Farmington Hills shall provide ALS services as described in the attached and incorporated Exhibit I, Scope of Services.
- 6.2. Equipment and Supplies.** Farmington Hills is responsible for providing the equipment and supplies to perform the ALS services under this Agreement, which are not expressly required to be provided by Farmington.
- 6.3. Farmington Hills Licenses.** Farmington Hills shall be responsible for maintaining throughout the term this Agreement any licenses, permits, governmental authorizations required to perform ALS services under this Agreement.
- 6.4. Control and Supervision of Farmington Hills Employees.** Farmington Hills shall solely control, direct, and supervise all Farmington Hills employees with respect to providing ALS services under this Agreement and will be solely responsible for the payment of salaries and wages and other compensation due to its employees and agents. No officer, employee or agent of Farmington Hills shall be eligible to receive coverage or benefits under any Farmington workers' compensation, unemployment, health insurance, retirement or other benefit plan. Farmington Hills and its employees may not represent themselves as employees of Farmington.
- 6.5. Acknowledgment of Independent Contractor Status.** Nothing in this Agreement is intended to establish an employer-employee relationship between the Farmington and Farmington Hills or any Farmington Hills employee. In no event shall Farmington Hills employees be deemed employees, agents, volunteers of Farmington. Farmington Hills shall apprise Farmington Hills employees of this status. Farmington Hills shall be responsible for all workers' compensation, other insurance, income tax, social security, and other withholding, compensation or benefits for Farmington Hills employees involved in providing ALS service to Farmington.
- 6.6. No Transfer of Farmington Legal Obligations to Farmington Hills.** Nothing in this Agreement is intended to transfer, delegate, or assign to Farmington Hills or its employees, any constitutional, statutory or other legal responsibility, duty, obligation, or liability of Farmington, for which Farmington shall remain solely liable.

## **7. Liability:**

**7.1 Hold Harmless.** To the fullest extent permitted by law, Farmington agrees to hold Farmington Hills harmless from any claims, suits, demands, judgments, or causes of action made against Farmington Hills, their elected or appointed officials, employees, agents, or volunteers for the actions of Farmington's elected or appointed officials, employees, agents or volunteers arising from or in connection with the performance of this agreement. To the fullest extent permitted by law, Farmington Hills agrees to hold Farmington harmless from any and all claims, suits, demands, judgments, or causes of action made against Farmington, its elected or appointed officials, employees, agents, or volunteers, for the actions of Farmington Hills' elected or appointed officials, employees, agents or volunteers arising from or in connection with performance of this Agreement.

**7.2. Responsibility for Own Acts and Omissions.** Each Party shall be responsible for the acts and omissions of its officials, employees, agents and volunteers in the performance of this Agreement and shall seek its own legal representation and bear the costs associated with such representation, including attorney fees. Neither Party shall have a right against the other Party for indemnification, contribution, subrogation, or any other right to be reimbursed, except as expressly provided herein.

**7.3 Governmental Immunity.** Nothing in this Agreement is intended, nor shall it operate, to diminish, delegate, divest, impair, or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, authority or capacity of office including but not limited to governmental immunity on behalf of either Party or any of its agents.

**8. Farmington Hills Provided Insurance.** At all times during this Agreement, Farmington Hills shall obtain and maintain insurance or self-insurance coverage for general liability, motor vehicle liability, workers' compensation, with the City of Farmington, its elected and appointed officials, employees and agents named as an additional insured on all liability policies or certificates. If requested, Farmington Hills shall provide Farmington with evidence of the required insurance coverage.

**9. Non-Discrimination.** Neither Party shall discriminate against an employee or an applicant for employment in hiring, any terms and conditions of employment or matters related to employment, in accordance with applicable federal and state laws. Farmington Hills shall provide ALS service without regard to race, creed, color, sex, sexual orientation, age, physical handicap, marital status, national origin, ancestry, financial ability to pay, or location within Farmington.

**10. Prior Written Consent for Assignment.** Neither Party may assign, delegate, or subcontract any of its obligations or rights under this Agreement without the prior written consent of the other Party or unless contemplated under this Agreement or the attached Scope of Services.

**11. Third Party Beneficiaries.** This Agreement is intended solely for the benefit of the Parties to the Agreement. This Agreement is not intended to, and does not create any

special or other duty, obligation, promise, benefit or right to ALS Services in favor or for the benefit of any person, entity, organization that is not a party to this Agreement.

- 12. Amendments.** Any changes to this Agreement must be in a written amendment to the Agreement and signed by the signatories of this Agreement or their successors.
- 13. No Waiver.** Absent an express written waiver, the failure of any party to pursue any right granted under this Agreement shall not be deemed a waiver of that right regarding any existing or subsequent breach or default under this Agreement. No failure or delay on the part of any Party in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.
- 14. Compliance with Laws.** Each Party shall comply with all federal, state, and local laws, statutes, ordinances, regulations, insurance policy requirements, and requirements applicable to its activities under this Agreement. Farmington Hills shall specifically comply with the applicable provisions, if any, of the Emergency Medical Services Act, 1990 PA 179, MCL 333.20901-333.209979, including any future amendments or additions, together with any rules and regulations promulgated thereunder or as amended.
- 15. Notices.** All notices required under this Agreement shall be in writing to the City Managers of the respective Parties at the addresses listed on the first page of the Agreement.
- 16. Severability.** If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms or conditions shall remain in full force and effect.
- 17. Governing Laws.** This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. The language of all parts of this Agreement is intended to and, in all cases, shall be construed as a whole, according to its fair meaning, and not construed strictly for or against any Party. As used in this Agreement, the singular or plural number, possessive or non-possessive, shall be deemed to include the other whenever the context so suggests or requires.
- 18. Entire Agreement.** This Agreement represents the entire agreement and understanding between the Parties with respect to the subject matter of this Agreement, and supersedes all prior negotiations, agreements and understandings with respect thereto.
- 19. Filing.** As provided in MCL 124.510, this Agreement and any amendments to it shall be filed by the Farmington Clerk with the Oakland County Clerk and the Michigan Secretary of State before taking effect.

IN WITNESS WHEREOF, and pursuant to the concurrent resolutions adopted by City of Farmington Hills City Council and the City of Farmington City Council, approving and authorizing the signing of this Agreement, the undersigned officials have signed this Agreement on the dates indicated next to their signatures.

**CITY OF FARMINGTON**

Dated: June 13, 2024

By:   
David Murphy, City Manager

Dated: June 10, 2024

By:   
Meaghan Bachman, City Clerk

**CITY OF FARMINGTON HILLS**

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Gary Mekjian, City Manager

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Carly Lindhal, City Clerk

## **EXHIBIT I SCOPE OF SERVICES**

### **1. SERVICE GENERAL REQUIREMENTS**

- 1.1. ALS Service:** Farmington Hills shall provide ALS services, when a request for ALS is received by the Farmington Hills 9-1-1 Dispatch as provided for under separate agreement by the Parties, any other 9-1-1 Public Service Answering Point, or any citizen making a direct request for such ambulance service within Farmington.
- 1.2. Base of Operations and Resources:** Farmington Hills shall primarily provide ALS from Farmington Hills Fire Department Stations 1, 3 and 5 based on geographic location of the incident and availability of equipment and personnel to respond, as determined in the discretion of the Farmington Hills Fire Department, with additional resources available from Stations 2 and 4 if needed. CPR and other complex medical response will be provided from a squad and engine with up to 4 personnel. Farmington Hills will respond to personal injury accidents with a squad and engine with up to 4 personnel and also with a Shift Commander for critical incidents, as determined in the discretion of the Farmington Hills Fire Department.
- 1.3. Patient Billing:** Farmington Hills, through its contracted third party billing and collection service provider, shall be responsible for the billing and collection of payment for ALS services consistent with Farmington Hills' Billing Compliance Plan and its contract with the third party billing and collection service provider. The amount of ALS service fees, costs, and other charges billed to users of Farmington Hills ALS services in Farmington shall be established by and within the sole and exclusive discretion of the Farmington Hills Fire Department. Farmington Hills shall, if possible, submit claims for insurance reimbursement prior to seeking payment from a patient. Farmington Hills shall comply with all requirements concerning medical information defined as Protected Health Information ("PHI") in the Health Insurance Portability and Accountability Act of 1996 or its relevant regulations ("HIPAA"). Farmington Hills shall comply with all applicable legal requirements relating to the collection of medical bills.
- 1.4. Patient Inquiries:** Farmington Hills shall be responsible for responding to all Freedom of Information Act requests and general inquiries relating to its services provided under this Agreement.
- 1.5. Service Not Provided.**
  - 1.5.1. Farmington Hills shall not be responsible for taking blood draws of any individual on the scene of an incident. Farmington will be responsible for all blood draws.
  - 1.5.2. Farmington Hills shall not provide fire response unless requested through existing Mutual Aid Agreements.
  - 1.5.3. Farmington Hills shall not provide initial response to Lift Assist, Citizen Assist and Medical Alarms unless medical transportation is required.

1.5.4. Farmington Hills shall not be required to provide and shall not be responsible for any service not required under this Agreement.

## **2. GENERAL SERVICE REQUIREMENTS:**

- 2.1. Oakland County Medical Control Authority:** Farmington Hills will be designated by Farmington to the Oakland County Medical Control Authority (OCMCA) as Farmington's designated provider of first response Basic Life Support (BLS) Agency to all incidents of injury or illness within the City of Farmington.
- 2.2. Reporting Calls Received from other than the Farmington Fire Department:** Farmington Hills agrees that if it receives a call for ALS or Emergency Medical Aid within the Farmington city boundaries from a source other than Farmington's 9-1-1 Communications, Farmington Hills shall immediately notify the Farmington 's 9-1-1 Communications and relate all details of the call. Farmington shall determine the need to send the Farmington Hills Fire Department to any incidents.
- 2.3. Patient Transport:** Farmington Hills shall transport the patient to a facility reasonably requested by the patient or the patient's representative in the Farmington Hills service area, unless the situation requires transportation to the nearest appropriate medical facility in accordance with the Oakland County Protocol.
- 2.4. Requirement to Provide a Secondary Source of Service:** In the event that Farmington Hills is unable to provide the required ALS service within Farmington, Farmington Hills shall be responsible for obtaining a secondary source of service to act in Farmington Hills's place.
- 2.5. Soft Equipment Replacements.** Farmington Hills shall provide Farmington Public Safety with replacements for soft equipment such as BVM's, I-Gels, etc.
- 2.6. Continuing Education.** Farmington Hills will provide Farmington with a schedule of its medical continuing education classes, which Farmington Public Safety employees shall be able to attend, subject to class availability.
- 2.7. Use of Farmington Equipment:** In the event that Farmington Hills utilizes equipment belonging to the Farmington's Department of Public Safety at an emergency incident, such equipment shall be returned within twenty-four (24) hours of the incident to the Fire Department no later than the next working day.

## **3. MINIMUM STANDARDS FOR AMBULANCE**

- 3.1.** Each ambulance shall, when in use, meet and be equipped to meet Federal, State, and County requirements, if any. Farmington Hills's vehicles and personnel shall be licensed by the Michigan Department of Health and Human Services and the Oakland County Medical Control Authority.

## **4. PERSONNEL REQUIREMENTS & TRAINING**

- 4.1.** Farmington Hills shall provide training on an annual basis for ambulance personnel

operating in Farmington on their role and responsibilities within the framework of the Farmington's Incident Command System.

- 4.2. Farmington Hills personnel who work in ambulances shall participate in training with the Farmington fire, police and emergency management departments.
- 4.3. Farmington Hills shall provide suitable uniforms for all personnel and shall be responsible for repair and/or replacement of all uniforms.

## 5. PERFORMANCE STANDARDS

- 5.1. Response times to emergency requests within Farmington shall be calculated as the actual elapsed time in minutes and seconds from the time of the call back number, nature of the request, and location of the patient as known to the Farmington Hills's system status controller (dispatcher), to the time when the Farmington Hills's first appropriate emergency vehicle arrives at the scene. When multiple ambulances are sent to the same emergency incident, only the response time of the first ambulance to arrive at the scene will be counted. Where the patient is located in a residential, commercial, or industrial building or complex, the response time will be calculated to the time the Farmington Hills's ambulance arrives at the specific building or complex entrance.
- 5.2. **ALS Response Times.** Farmington Hills will strive to provide Priority I emergency response by an ALS ambulance within five (5) minutes or less 90% of the time, twenty-four (24) hours a day, seven (7) days a week, three-hundred sixty-five (365) days a year for Farmington. Except for extenuating circumstances, no Priority I response shall exceed twelve (12) minutes. Response time to non-emergency (Priority 3), or downgraded calls, shall be ten (10) minutes or less 90% of the time and shall not exceed twenty (20) minutes, except for extenuating circumstances. Upon written request from the Farmington Director of Public Safety, Farmington Hills shall provide the Farmington Director of Public Safety within ten (10) business days, in writing, a report of those responses that exceeded the parameters of this Agreement during a period of up to one year prior to the request.

## 6. FARMINGTON HILLS REPORT AND MONTHLY MEETINGS

- 6.1. During the first six (6) months of the Agreement, an executive member of the Farmington Hills Fire Department staff shall participate in a monthly in-person or virtual meeting with the Farmington Public Safety Director or designee to discuss the services provided by Farmington Hills to Farmington and ensure a smooth transition for Farmington Hills. The meetings may continue or be held every two (2) to three (3) months as determined by the Parties.
- 6.2. By October 1, Farmington Hills shall submit a Report to the Farmington City Manager and Director of Public Safety summarizing the services which have been rendered to the citizens of Farmington. The Parties shall meet within 30 days of Farmington's receipt of the report to evaluate how the services are working for both Parties.

## **7. COMPLAINT RESOLUTION**

In the event that a complaint is made regarding the service provided by Farmington Hills, the following procedure shall take place:

- 7.1.** The complaint shall be referred to Farmington Hills for investigation and review.
- 7.2.** Farmington Hills shall provide the Farmington Public Safety Director with a written report within fourteen (14) days of receipt of a complaint. The Fire Chief may grant an extension of this time period on a case-by-case basis.
- 7.3.** In the event that the complaint is not resolved, the matter shall be forwarded to the Oakland County Medical Control Authority regarding protocol violations/issues and the State of Michigan Department of Health and Human Services for any license violation issues. Farmington Hills shall provide the Fire Chief with a copy of these reports.

## **8. RATES AND FEE COLLECTION**

- 8.1.** Farmington Hills shall be responsible for the collection of any and all fees due and owing to it by those persons furnished with emergency ambulance service.
- 8.2.** Farmington Hills shall establish a fee schedule for emergency medical services delivered in Farmington. Farmington Hills agrees that its fees shall be reasonable, commensurate with the services rendered and not in excess of fees customarily charged in this region for similar services. Farmington shall be advised of an increase in rates at least thirty (30) days prior to the proposed effective date of the rate change.
- 8.3.** Farmington reserves the right to review all patient billing. If Farmington Hills is conducting an audit of the patient billing and other financial information pertaining to the services rendered within Farmington Hills, it shall offer Farmington the option of paying the costs of an audit of the billing and financial records pertaining to services rendered within Farmington.
- 8.4.** Farmington shall have no responsibility or liability for any person's refusal or failure to pay Farmington Hills for services rendered.
- 8.5.** The collection procedures utilized by Farmington Hills shall be humane and designed to maximize reimbursement through Medicare, Medicaid and other third-party payors, and shall comply with all applicable state, local and federal laws and regulations.
- 8.6.** Farmington Hills shall provide a reasonable level of uncompensated care for indigents requiring pre-hospital and transport services.

**REPORT TO THE CITY COUNCIL FROM THE CITY MANAGER – June 24, 2024**

**SUBJECT:** Approval of Resolution consenting to the assignment of Green for Life Environmental USA, Inc. (GFL) waste hauling agreement to Priority Waste LLC.

**ADMINISTRATIVE SUMMARY**

- The City entered into an agreement with GFL on March 29, 2022 for waste hauling services for a five year term from July 1, 2022 to June 30, 2027.
- GFL sent a letter to the City on June 6, 2024, requesting the City to approve the assignment of its waste hauling agreement with the City, to Priority Waste. The agreement provides that an assignment of the responsibilities under the agreement will not be effective unless it is approved by the City.
- GFL indicated that it plans to close on its Transfer Agreement with Priority Waste on June 30, 2024.
- The Resolution indicates that approval of the assignment is contingent upon the Transfer Agreement being finalized between GFL and Priority Waste and if that does not occur, the City's approval will be null and void and GFL will continue as the provider.
- If the Transfer Agreement is approved, the Resolution requires Priority Waste to provide the City with an insurance certificate with the coverages indicated in the agreement and to execute an amendment to the agreement to update their contact and notice information.

**RECOMMENDATION**

IT IS RESOLVED, that the Farmington Hills City Council hereby approves the assignment of the City's waste hauling agreement from GFL Environmental to Priority Waste.

Prepared by: Derrick Schueller, Superintendent of Public Works  
Review by: Jacob Rushlow, P.E., Director of Public Services  
Approved by: Gary Mekjian, P.E., City Manager



June 4, 2024

Via Email

City of Farmington Hills  
31555 Eleven Mile Rd  
Farmington Hills, MI 48336

Attention: Gary Mekjian

**Re: Priority Waste Purchase of Southeast Michigan Residential Business from GFL**

Dear Valued Customer:

We are writing to you in connection with your residential collection services contract with GFL Environmental USA Inc. (“GFL”) (the “Agreement”).

We are excited to announce that GFL has agreed to sell the assets used in its Southeast Michigan residential solid waste collection business to Priority Waste LLC (“Priority”) (such sale, the “Transaction”).

In connection with and conditioned upon closing of the Transaction, it is contemplated that Priority will acquire the Agreement by way of an assignment of the Agreement by GFL to Priority, effective at the closing of the Transaction (the “Agreement Transfer”). We anticipate that the closing of the Transaction and the Agreement Transfer will occur on June 30, 2024, assuming all conditions to closing are satisfied or waived.

We are certain that Priority will continue to meet the high service standards you have come to expect from dealing with GFL and we and Priority are coordinating the transition of the business to ensure there is no disruption in service. GFL will continue to perform its obligations under the Agreement until the closing of the Transaction. Please continue to remit payment to GFL until you are instructed otherwise.

We would ask that you please return a countersigned copy of this letter by email at your earliest convenience. By signing this letter, you consent to the Agreement Transfer, waive any notice period or any other requirement in the Agreement with respect to the Agreement Transfer and agree that, notwithstanding the closing of the Transaction, the Agreement will survive and continue in full force and effect without any further action by you or GFL. Your consent will be effective as of the date of closing of the Transaction.

Please reach out to one of us personally with any questions you may have. On behalf of all of us at GFL, thank you for your business.

Very truly yours,

Rick Vannan ((947) 241-4395 or [rvannan@gflev.com](mailto:rvannan@gflev.com))  
Don Barretta ((586) 933-3812 or [dbarretta@gflev.com](mailto:dbarretta@gflev.com))  
Sam Caramagno ((734) 812-5732) or [scaramagno@gflev.com](mailto:scaramagno@gflev.com))

**City of Farmington Hills**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_



# Resource Recovery & Recycling Authority of Southwest Oakland County

20000 W. 8 Mile Rd  
Southfield, MI 48075-5708  
Office: 248.208.2270  
www.RRRASOC.org

**THE RECYCLING AUTHORITY**  
*Since 1989*

To: RRRASOC Board of Directors  
From: Mike Csapo, General Manager  
Date: June 13, 2024

Re: **GFL Contract Assignment to Priority Waste**

## Action Recommended

Approve the assignment/transfer of the current GFL contract to Priority Waste, as requested by GFL, along with any other documents and/or any stipulations recommended by each community's legal counsel.

## Background

As you are aware, GFL has announced that it has agreed to sell assets used in its southeast Michigan residential solid waste business to Priority Waste, LLC, and anticipates a closing of the transaction on June 30, 2024. It has asked that its customer communities consent to the transfer of its municipal agreements to Priority Waste. Eight of the nine RRRASOC communities have solid waste service contracts with GFL.

We have met extensively with Priority Waste officials, including the CEO, COO, Chief of Staff, and others, and have visited the truckyard intended to service the RRRASOC communities, as well as the company headquarters and operational hub. We have confidence that the Priority Waste team will ensure that service meets or exceeds the expectations of each community.

Among the specific items worth noting are the following:

1. Priority Waste has assembled a highly capable team of professionals from within the solid waste industry, as well as individuals with extensive experience and success in other fields who are bringing innovation to the solid waste industry.
2. Priority Waste has committed to honoring all aspects of existing contracts.
3. Priority Waste is acquiring the GFL trucks, drivers, and supervisors currently servicing communities to ensure service continuity to the greatest extent possible.
4. Collection schedules and route days will remain the same although the time of day may shift in some cases.
5. Priority Waste is well aware that some communities have received very good service from GFL while others have not consistently received the service expected by the community. Priority Waste has committed to improving upon service levels in all communities and will deploy additional resources such as drivers, trucks, and management as necessary.
6. For communities with trash and/or recycling carts/bins, the existing carts/bins will remain deployed in the community. Communities scheduled to receive new carts this year will receive them on schedule.
7. Priority Waste will provide needed equipment repairs, technology upgrades, and truck rebranding. Repairs and technology upgrades will begin immediately, while truck painting and rebranding will take approximately six months across the entire metro area.

### RRRASOC Member Communities

Farmington ♦ Farmington Hills ♦ Milford ♦ Milford Township  
Novi ♦ South Lyon ♦ Southfield ♦ Walled Lake ♦ Wixom

8. The destination for collected materials will be consistent with current and/or past practices. Properly licensed and registered facilities will be utilized. Refuse will go to either the WM Woodland Meadows landfill or the GFL Arbor Hills landfill, both of which have historically received refuse from RRRASOC communities. Yard waste will be sent to the Spurt facility in Wixom, which has also historically received material from RRRASOC communities. Recyclables will continue to be delivered to the RRRASOC MRF in Southfield.

Priority Waste has acknowledged that this transition will take a great deal of attention to detail and constant communication with local officials and the public. We are confident that they've assembled a team that can well-manage those details and work cooperatively with communities to provide the service that is expected.

Feel free to let me know if you have any questions prior to formally considering this matter as requested by GFL.

**CONSENT TO ASSIGNMENT AND ASSUMPTION AND  
AMENDMENT TO SOLID WASTE, YARD WASTE, RECYCLING  
COLLECTION AND DISPOSAL AGREEMENT**

The City of Farmington Hills, 31555 W. 11 Mile Road, Farmington Hills, has consented to the assignment of its Solid Waste, Yard Waste, Recycling Collection and Disposal Agreement with GFL Environmental, Agreement No \_\_\_\_\_ ("Agreement") to Priority Waste LLC of 45000 River Ridge Drive, Suite 200, Clinton Township, MI 48038. Priority Waste assumes all of the rights, obligations and liabilities under the Agreement. This Consent to Assignment and Contract Amendment is effective the date both Parties sign it.

The following provisions in the Agreement shall be amended:

1. All references to Contractor in the Agreement shall mean Priority Waste LLC.
2. Section 5 M Contact Persons for Legal Notices for the Contactor shall be deleted in its entirety and replaced with the following:  
Vincent Hoyumpa, Executive Vice-President and Chief of Staff, Priority Waste, LLC, 45000 River Ridge Drive, Suite 200, Clinton Township, MI 48038, [Vince@prioritywaste.com](mailto:Vince@prioritywaste.com), (586) 228-1200. The City's contact information shall remain unchanged.

All other provisions in the Agreement remain unchanged and in full force and effect.

The Contractor shall provide the City with a Certificate of Insurance evidencing the insurance coverage and endorsements required in the Agreement as a condition of this Consent to Assignment.

**CITY OF FARMINGTON HILLS – Municipality**

**WITNESSES**

\_\_\_\_\_ BY: \_\_\_\_\_  
Gary Mekjian, City Manager/Date

\_\_\_\_\_ BY: \_\_\_\_\_  
Carly Lindhal, City Clerk/Date

**CONTRACTOR  
WITNESSES**

\_\_\_\_\_ BY: \_\_\_\_\_  
Contractor/Date

\_\_\_\_\_ BY: \_\_\_\_\_

**Contractor's signature(s) must be notarized:**

STATE OF \_\_\_\_\_ )

SS.

COUNTY OF \_\_\_\_\_ )

Subscribed and sworn to before me this \_\_\_\_\_ day  
of \_\_\_\_\_, 2023.

Public

\_\_\_\_\_  
Notary

\_\_\_\_\_ County: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

FARMINGTON HILLS RESOLUTION  
CONSENTING TO THE ASSIGNMENT OF ITS WASTE HAULING  
SERVICES AGREEMENT FROM GFL ENVIRONMENTAL  
TO PRIORITY WASTE LLC

RESOLUTION NO. R-\_\_\_-24

At a regular meeting of the City Council of the City of Farmington Hills, County of Oakland, State of Michigan, held in the Farmington Hills City Hall on the \_\_\_\_\_ day of \_\_\_\_\_ 2024, at 7:30 p.m., with those present and absent being,

PRESENT:

ABSENT:

the following preamble and resolution were offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_:

**WHEREAS**, the City of Farmington Hills, (“City”) entered into an agreement with GFL Environmental on March 29, 2022, (“GFL”) requiring GFL to pick up residential waste and recycling materials within the City; and

**WHEREAS**, the agreement provides that it may not be assigned to another waste hauler without the City’s prior written approval; and

**WHEREAS**, GFL has announced that it intends to sell its residential solid waste collection business in southeast Michigan to Priority Waste LLC, (“Priority”) effective upon finalizing an Agreement Transfer between GFL and Priority scheduled to occur on June 30, 2024; and

**WHEREAS**, GFL has provided a letter to the City requesting that it sign prior to June 30, 2024, to approve the assignment to Priority; and

**WHEREAS**, City Council will consent to the assignment of its waste hauling contract from GFL to Priority contingent upon the conditions in this Resolution. However, if the Agreement Transfer does not take place, the City’s consent shall be null and void.

**NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:**

1. City Council hereby consents to the assignment of its residential waste hauling agreement from GFL to Priority Waste and authorizes the City Manager to sign the consent letter provided by GFL.
2. The consent of City Council to the assignment is contingent upon the closing and execution of the Agreement Transfer between GFL and Priority, which is scheduled to occur on June 30, 2024. In the event that the Agreement Transfer fails to close, this consent shall be null and void and the agreement between the City and GFL shall not be assigned to Priority.
3. This consent is also conditioned upon Priority: (i) providing a certificate of insurance to the City in accordance with the terms of the GFL waste hauling agreement; (ii) signing an amendment to the GFL waste hauling agreement to confirm its assumption all the obligations under the agreement and to update its contact and notice information. All these conditions must be satisfied prior to July 31, 2024, or this Resolution shall be null and void.



**REPORT TO THE CITY COUNCIL FROM THE CITY CLERK – JUNE 24, 2024**

**SUBJECT:** Consideration of request from Groves-Walker Post No. 346, American Legion, Department of Michigan, Inc. for the transfer of location of a 2024 Club License with Permits to 21023 Farmington Road.

**ADMINISTRATIVE SUMMARY:**

- The City has received notification from the Michigan Liquor Control Commission and a request from Eric Welter, representing Groves-Walker Post No. 346, American Legion, Department of Michigan, Inc. for local approval of a request to transfer location of a 2024 Club License. The license includes Sunday Sales (PM), Dance, and Outdoor Service Area permits. The applicant is canceling the existing Outdoor Service Area and requesting a new Outdoor Service Area and Entertainment Permits.
- The establishment has been in operation for 70+ years and was recently operating in the City of Farmington.
- The applicant has stated they utilize the Michigan Liquor Control Commission's Guide for Retail Liquor Licensees – Michigan Liquor Laws & Rules for staff training.
- The application packet was routed to all departments and there were no objections with regard to the transfer of location of this existing liquor license and permits, subject to the following conditions from the Fire Department:
  - The facility will comply with and maintain all applicable Code requirements and the City's standard Certificate of Occupancy approval process

**RECOMMENDATION:**

That the City Council hereby adopts the resolution for APPROVAL to the Michigan Liquor Control Commission for the request from Groves-Walker Post No. 346, American Legion, Department of Michigan, Inc. to transfer the location of a 2024 Club License with Sunday Sales (PM), Dance, and Outdoor Service Area permit, cancel the existing Outdoor Service Area; and new Outdoor Service Area and Entertainment Permits to 21023 Farmington Road.

Respectfully submitted,

Carly Lindahl, City Clerk



**Local Government Approval**  
(Authorized by MCL 436.1501)

**Instructions for Applicants:**

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

**Instructions for Local Legislative Body:**

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a \_\_\_\_\_ regular \_\_\_\_\_ meeting of the \_\_\_\_\_ Farmington Hills \_\_\_\_\_ council/board  
(regular or special) (name of township, city, village)  
called to order by \_\_\_\_\_ on June 24, 2024 at \_\_\_\_\_  
the following resolution was offered: (date) (time)

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the application from Groves-Walker Post No. 346, American Legion, Department of Michigan, Inc.  
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Transfer of location of a 2024 Club License  
(list specific licenses requested)

to be located at: 21023 Farmington Road, Farmington Hills, MI 48336

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: \_\_\_\_\_

It is the consensus of this body that it \_\_\_\_\_ this application be considered for  
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are \_\_\_\_\_

**Vote**

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Farmington Hills  
council/board at a \_\_\_\_\_ regular \_\_\_\_\_ meeting held on June 24, 2024 \_\_\_\_\_  
(regular or special) (date) (name of township, city, village)

Carly Lindahl

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:  
Michigan Liquor Control Commission  
Mailing address: P.O. Box 30005, Lansing, MI 48909  
Overnight packages: 2407 N. Grand River, Lansing, MI 48906  
Fax to: 517-763-0059

**LIQUOR LICENSE APPLICATION  
NEW LICENSES AND TRANSFERS**

FARMINGTON HILLS CITY CLERK  
RCUD APR 12 2024 AM 10:45

CITY OF FARMINGTON HILLS  
31555 Eleven Mile Road, Farmington Hills, MI 48336  
(248) 871-2410

The following application must be completed in full before consideration of a liquor license can be given. There is a \$1,000 non-refundable application fee, plus \$250.00 for each permit. This application is not considered complete until applicant has contacted and complied with the city's police department requirements. Please contact the police department at (248) 871-2770.

Pursuant to City Code requirements, the City Council shall not approve any new application for license to sell beer and/or wine and/or spirits for consumption on the premises, unless the use of said license shall be in connection with and incidental to a bona fide restaurant operation. The determination as to whether such operation exists shall be made by the City Council and a decision by a majority thereof shall be conclusive. (No license shall be granted unless approved by a roll call vote of five (5) members elect of the City Council).

Applicant Name: ERIC WELTER Phone: [REDACTED]

Home Address: [REDACTED] City [REDACTED] State [REDACTED] Email [REDACTED]

Age: 57 Citizenship USA Birthplace [REDACTED]

If Naturalized, time and place: \_\_\_\_\_

License to be in the name of: Groves-Walker Post No. 346 Department of MI, INC

Type of Licenses and Permits requested: Club

Location of License Premises (address): 21023 Farmington Road

Legal Description of Property (Lot Number, I.D. Number): \_\_\_\_\_

Does applicant currently own the premises? YES \_\_\_\_\_ NO X

If no, please provide name of owner of premises: \_\_\_\_\_ (attach copy of lease agreement)

Length of time this business has been in operation: 70+ years

Relationship of applicant to business: SAL Commander & Manager

Manager's Name, address and phone if not applicant: ERIC WELTER, [REDACTED]

List all uses in addition to sale of alcoholic beverages: meetings, Helping Veterans, Parade Meetings

Please provide a breakdown of anticipated revenues from:

- Food and non-alcoholic beverages: \_\_\_\_\_
- Alcoholic beverages: X
- Other revenues (describe): \_\_\_\_\_

Attach a copy of your full menu, HEALTH DEPT

Have you or do you presently operate any other establishments with a similar license or applied for another similar license other than described in this application? YES \_\_\_ NO X

If yes, provide name and address of all establishments and the disposition of license/application:

Is this a Partnership, Corporation or Limited Liability Company? YES \_\_\_ NO X

*If yes, please complete Attachment A with additional details about your business structure.*

Length of time applicant/partners/members/officers/directors have been in a business involving the sale of alcoholic liquor and/or beer and/or wine and/or spirits for consumption on or off premise: 50+

Please list an accurate record and history for the immediate preceding five (5) years of any liquor license complaint violations by the applicant, by a corporation or entity the applicant has worked for or had a substantial interest in, by a parent or subsidiary corporation of the applicant, or by any officers, directors, managers, members and partners of the applicant:

NONE

Is this an existing building or new construction? Existing

If new construction, the estimated start date of construction: ↓

completion: X

Total cost to be expended by the licensee for the licensed premises: N/A

**NOTE:** Approval of a license shall be with the understanding that any necessary remodeling or new construction for the use of the license shall be completed within six (6) months of the action of the council or the Michigan Liquor Control Commission approving such license, whichever last occurs.

Personal References:

Name, address and phone number

KEN MASSEY -

RICHARD LERNER -

MARSHA KOET, 248-473-1821, COSTICK ACTIVITIES DR, 28600 W 11 mile Rd  
SENIOR DIV SUPERVISOR F. HILLS

Business References:

Name, address and phone number

TRI County - JASON -

Westside - Kristen Beers

SipMarket - Emily

Applicant fully understands that should any of the above information prove to be inaccurate or untruthful, it will be grounds to deny applicant's request or revoke any approvals.

In the event of a change in any of the data or information required or furnished to the City after an on-premises license has been issued, the holder of the on-premises license shall notify the City Clerk of each such change within ten (10) days after such change occurs.

**AFFIDAVIT:**

I hereby affirm the above information to be true and accurate to the best of my knowledge. I hereby affirm that I will not violate any of the laws of the State of Michigan or of the United States or any ordinances of the City of Farmington Hills or the administrative rules of any regulatory agency in the conduct of this business.

Eric Walker  
Applicant's Signature

Eric Walker  
Applicant's Name - Please Print

Subscribed and sworn before me this 11<sup>th</sup> day  
of March, 2024

Janis Yount  
Notary Public Signature - include stamp and/or seal of notary  
State of MICHIGAN, County of OAKLAND  
My Commission expires: AUGUST 20, 2028

Janis Yount  
Notary Public - State of Michigan  
County of Oakland  
My Commission Expires August 20, 2028

**APPLICANT MUST SUBMIT along with application and paid fees:**

- ATTACHMENT A – Business Information Sheet, if applicable
- N/A  ATTACHMENT B - Signed agreement (for quota licenses only)
- N/A  Full food menu
- Information on training program for employees of establishment relative to the sale of alcohol, checking I.D., etc.
- A statement as to the applicant's character, experience, and financial ability to meet the obligations and business undertakings for which the license is to be issued, including a statement that the applicant and its officers, directors, managers, members, and partners, if any, have never been convicted for a violation of any laws or ordinances regarding the sale of alcoholic liquor or of a felony and are not disqualified to receive a license by reasons set forth in Chapter 4, Article II of the City's Code of Ordinances or the laws of the State of Michigan.
- Preliminary site plan showing the location of the proposed building, the architectural design, building elevations, off-street parking, lighting, refuse disposal facilities, and where appropriate, adequate plans for sound barriers and noise control as well as floor plans showing seating arrangements, interior design and the type of furniture and fixtures. If the building is already constructed, then in addition to the above the applicant shall furnish any proposed renovation to both the interior and exterior of the premises or any proposed building alterations, to meet and comply with all existing City Codes and Ordinances. Note all remodeling should be complete within 6 months of action of the City Council or State of Michigan
- Complete copy of a fully executed deed, lease or rental agreement, including any amendments, addendums, exhibits and other materials attached thereto, providing the applicant the exclusive right of use, occupancy, and possession of the proposed licensed premises, including use for the on-premises sale and consumption of alcoholic liquor by the applicant
- Driver's License, Social Security Card, Alien Card (if applicable), and Naturalization/Citizenship papers (if applicable) for Police Department review

\*\*\*\*\* FOR OFFICE USE ONLY \*\*\*\*\*

**CHECKLIST FOR SUBMISSION:**

- Signed, completed application, including all items on checklist
- N/A  Signed, completed agreement (for quota licenses only)
- Fees (\$1,000 non-refundable application fee; +\$250 per LCC permit (Dance, Entertainment, Sunday Sales, etc))

**REPORT TO THE CITY COUNCIL FROM THE CITY CLERK – JUNE 24, 2024**

**SUBJECT:** Consideration of request from Perfect Pairing LLC for a new Tavern License to be used at 38215 West Ten Mile Road, Suite D4, Farmington Hills, MI

**ADMINISTRATIVE SUMMARY:**

- The City has received a request from Yolla Awad, owner of Perfect Pairing LLC for a NEW Tavern Liquor License for Perfect Pairing. This location is on the south side of 10 Mile Road just west of Industrial Park Drive.
- The City is issued Retail-On-Premises quota licenses based on population. Farmington Hills has been allocated 56 liquor licenses in total and of those licenses, 54 have been issued, which leaves two available quota licenses to be issued at this time. Tavern licenses are issued from the City's quota allocation, same as Class C Licenses.
- Yolla Awad is the owner of Perfect Pairing LLC and has operated this business since July 2023. Perfect Pairing is currently operating as a wine shop with an SDM license (off premise sales) selling wine, cheese, cured meats, nuts, dried fruits, and bread/crackers.
- The applicant has provided their training policy regarding the sale of alcoholic beverages, pursuant to Michigan Liquor Control Commission Rules, which is included with this report.
- An agreement for return of the license to the City of Farmington Hills if the business ceases to operate has been submitted with their application.
- The application packet was routed to all departments and there were no objections with regard to the to the issuance of a new Tavern liquor license for this location.

**RECOMMENDATION:**

That the City Council hereby adopts the resolution for APPROVAL/DENIAL to the Michigan Liquor Control Commission for the request from Perfect Pairing LLC Recipes, Inc. for a NEW Tavern Liquor License to be used at 38215 West Ten Mile Road, Suite D4, to be issued from the City's quota licenses available.

Respectfully submitted,

Carly Lindahl, City Clerk



**Local Government Approval**  
(Authorized by MCL 436.1501)

**Instructions for Applicants:**

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

**Instructions for Local Legislative Body:**

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a \_\_\_\_\_ regular \_\_\_\_\_ meeting of the \_\_\_\_\_ Farmington Hills \_\_\_\_\_ council/board  
(regular or special) (name of township, city, village)  
called to order by \_\_\_\_\_ on June 24, 2024 at \_\_\_\_\_  
the following resolution was offered: (date) (time)

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the application from Perfect Pairing LLC  
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): New Tavern Quota License  
(list specific licenses requested)

to be located at: 38215 W. 10 Mile Road, Suite D4, Farmington Hills, MI 48335

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: \_\_\_\_\_

It is the consensus of this body that it \_\_\_\_\_ this application be considered for  
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are \_\_\_\_\_

**Vote**

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Farmington Hills  
council/board at a \_\_\_\_\_ regular \_\_\_\_\_ meeting held on June 24, 2024 \_\_\_\_\_  
(regular or special) (date) (name of township, city, village)

Carly Lindahl

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:  
Michigan Liquor Control Commission  
Mailing address: P.O. Box 30005, Lansing, MI 48909  
Overnight packages: 2407 N. Grand River, Lansing, MI 48906  
Fax to: 517-763-0059

# LIQUOR LICENSE APPLICATION

## NEW LICENSES AND TRANSFERS

CITY OF FARMINGTON HILLS  
31555 Eleven Mile Road, Farmington Hills, MI 48336  
(248) 871-2410

FARMINGTON HILLS CITY CLERK  
RCUD MAY 6 2024 PM3:44

The following application must be completed in full before consideration of a liquor license can be given. There is a \$1,000 non-refundable application fee, plus \$250.00 for each permit. This application is not considered complete until applicant has contacted and complied with the city's police department requirements. Please contact the police department at (248) 871-2770.

Pursuant to City Code requirements, the City Council shall not approve any new application for license to sell beer and/or wine and/or spirits for consumption on the premises, unless the use of said license shall be in connection with and incidental to a bona fide restaurant operation. The determination as to whether such operation exists shall be made by the City Council and a decision by a majority thereof shall be conclusive. (No license shall be granted unless approved by a roll call vote of five (5) members elect of the City Council).

Applicant Name: Yolla Awad Phone: [REDACTED]

Home Address: [REDACTED] City [REDACTED] State [REDACTED] Email [REDACTED]

Age: 51 Citizenship USA Birthplace [REDACTED]

If Naturalized, time and place: November 26, 2007 - Detroit, Michigan

License to be in the name of: Perfect Pairing LLC

Type of Licenses and Permits requested: Class C (applicant already operates an SDM)

Location of License Premises (address): 38215 West Ten Mile Road, Suite D4

Legal Description of Property (Lot Number, I.D. Number): Parcel ID - 2330127038

Does applicant currently own the premises? YES  NO

If no, please provide name of owner of premises: Manhattan Manor LLC (attach copy of lease agreement)

Length of time this business has been in operation: Since July 2024

Relationship of applicant to business: Owner (sole member)

Manager's Name, address and phone if not applicant: Same (Yolla Awad)

List all uses in addition to sale of alcoholic beverages: Retail sales of wine, cheese, meats, nuts, dried fruits, breads, charcuterie

Please provide a breakdown of anticipated revenues from:

Food and non-alcoholic beverages: 35%

Alcoholic beverages: On Premise: 15% Off Premise: 50%

Other revenues (describe): \_\_\_\_\_

Attach a copy of your full menu (See attached)

Have you or do you presently operate any other establishments with a similar license or applied for another similar license other than described in this application? YES X NO \_\_\_\_\_

If yes, provide name and address of all establishments and the disposition of license/application:

The Applicant's business, Perfect Pairing, LLC, is presently operating as a wine shop (off premise sales) with an MLCC SDM license, selling wine, cheese, cured meats, nuts, dried fruits, bread/crackers. The present application seeks a tavern license to complement the current business.

Is this a Partnership, Corporation or Limited Liability Company? YES X NO \_\_\_\_\_

*If yes, please complete Attachment A with additional details about your business structure.*

Length of time applicant/partners/members/officers/directors have been in a business involving the sale of alcoholic liquor and/or beer and/or wine and/or spirits for consumption on or off premise: Since July 2023

Please list an accurate record and history for the immediate preceding five (5) years of any liquor license complaint violations by the applicant, by a corporation or entity the applicant has worked for or had a substantial interest in, by a parent or subsidiary corporation of the applicant, or by any officers, directors, managers, members and partners of the applicant:

None

Is this an existing building or new construction? Existing

If new construction, the estimated start date of construction: N/A completion: \_\_\_\_\_

Total cost to be expended by the licensee for the licensed premises: N/A

**NOTE:** Approval of a license shall be with the understanding that any necessary remodeling or new construction for the use of the license shall be completed within six (6) months of the action of the council or the Michigan Liquor Control Commission approving such license, whichever last occurs.

Personal References:

Name, address and phone number

Andrew Ansara Jr, Ansara's Restaurant Group, [REDACTED]

Maha Khalil, Rabah Accounting & Tax Services Inc, [REDACTED]

Business References:

Name, address and phone number

Matthew Bricker, Veritas Distributors, [REDACTED]

Art Lokar, Highclere Castle, [REDACTED]

Applicant fully understands that should any of the above information prove to be inaccurate or untruthful, it will be grounds to deny applicant's request or revoke any approvals.

In the event of a change in any of the data or information required or furnished to the City after an on-premises license has been issued, the holder of the on-premises license shall notify the City Clerk of each such change within ten (10) days after such change occurs.

**AFFIDAVIT:**

I hereby affirm the above information to be true and accurate to the best of my knowledge. I hereby affirm that I will not violate any of the laws of the State of Michigan or of the United States or any ordinances of the City of Farmington Hills or the administrative rules of any regulatory agency in the conduct of this business.

  
Applicant's Signature

Yolla Awad  
Applicant's Name - Please Print

Subscribed and sworn before me this 6<sup>th</sup> day  
of may, 2024

  
Notary Public Signature - include stamp and/or seal of notary  
State of Michigan, County of Wayne  
My Commission expires: 03/23/2025



**APPLICANT MUST SUBMIT along with application and paid fees:**

- ATTACHMENT A – Business Information Sheet, if applicable
- ATTACHMENT B - Signed agreement (for quota licenses only)
- Full food menu
- Information on training program for employees of establishment relative to the sale of alcohol, checking I.D., etc.
- A statement as to the applicant's character, experience, and financial ability to meet the obligations and business undertakings for which the license is to be issued, including a statement that the applicant and its officers, directors, managers, members, and partners, if any, have never been convicted for a violation of any laws or ordinances regarding the sale of alcoholic liquor or of a felony and are not disqualified to receive a license by reasons set forth in Chapter 4, Article II of the City's Code of Ordinances or the laws of the State of Michigan.
- Preliminary site plan showing the location of the proposed building, the architectural design, building elevations, off-street parking, lighting, refuse disposal facilities, and where appropriate, adequate plans for sound barriers and noise control as well as floor plans showing seating arrangements, interior design and the type of furniture and fixtures. If the building is already constructed, then in addition to the above the applicant shall furnish any proposed renovation to both the interior and exterior of the premises or any proposed building alterations, to meet and comply with all existing City Codes and Ordinances. Note all remodeling should be complete within 6 months of action of the City Council or State of Michigan
- Complete copy of a fully executed deed, lease or rental agreement, including any amendments, addendums, exhibits and other materials attached thereto, providing the applicant the exclusive right of use, occupancy, and possession of the proposed licensed premises, including use for the on-premises sale and consumption of alcoholic liquor by the applicant
- Driver's License, Social Security Card, Alien Card (if applicable), and Naturalization/Citizenship papers (if applicable) for Police Department review

\*\*\*\*\* FOR OFFICE USE ONLY \*\*\*\*\*

**CHECKLIST FOR SUBMISSION:**

- J   Signed, completed application, including all items on checklist
- J   Signed, completed agreement (for quota licenses only)
- J   Fees (\$1,000 non-refundable application fee; +\$250 per LCC permit (Dance, Entertainment, Sunday Sales, etc)

### **Server Training Information**

Perfect Pairing, LLC, like all MLCC on-premise licensed businesses, will be required by the Michigan Liquor Control Commission to have staff on-site, during all business hours, who have been trained in alcohol service by an MLCC approved training program. Although it was not required, Yolla Awad, the sole member of Perfect Pairing, LLC, and the day-to-day operator and manager of the business, is already trained (see certificate, attached).

# Menu

## Perfect Pairing

### Cheese & Charcuterie Tier

\$30

5 Selections from Cheese & Charcuterie

The Tier is served with Dried Fruits, Nuts, Mustard, Jam, Cornichons and Crackers.

#### *Cheese*

Manchego

Age Gouda

Double Gloucester

Brie

Fourme D'Ambert (Blue)

Asiago

#### *Charcuterie*

Prosciutto Di Parma

Jambon De Paris (Ham)

Speck

Coppa

Mortadella

Cured Salami

(Calabrese – Soppresata)

Add \$6- French Marinated Olives - Pickels Vegetables - Marcona  
Almonds



**Inter-Office Correspondence**

**DATE:** June 24, 2024  
**TO:** Gary Mekjian, City Manager  
**FROM:** Charmaine Kettler-Schmult, Director of Planning and Community Development  
**SUBJECT:** Planning Commission and Zoning Board of Appeals Per Meeting Pay Increase Request

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**Background:**

Staff is forwarding a request from the Planning Commission to increase their per meeting pay from fifty dollars (\$50) to one-hundred dollars (\$100) per meeting. The Commission passed a motion (5-1) to request the increase at their September 21, 2023, meeting ([minutes](#)).

The City Attorney’s Office has confirmed that per State law, the City Charter, the City Code, and the Planning Commission Bylaws, City Council establishes compensation for members of the Planning Commission. Additionally, Council passed a resolution in 1989 ([attached](#)) requiring parity regarding per meeting pay between the Planning Commission and Zoning Board of Appeals. Staff found there was an additional increase in per meeting pay during the budget process in 2000 ([attached](#)). The topic was discussed during the 2024/2025 budget hearing held on May 16, 2024 ([attached](#)) with a recommendation to provide comparison information from other communities, below.

Staff contacted other Oakland County municipalities to help put the requested per meeting pay increase in context. A summary of staff’s findings is provided below:

| <b>Municipality</b>                    | <b>Planning Commission</b> | <b>Zoning Board of Appeals</b> |
|----------------------------------------|----------------------------|--------------------------------|
| City of Southfield                     | \$20                       | \$20                           |
| City of Troy                           | \$25                       | \$25                           |
| West Bloomfield Township               | \$125                      | \$125                          |
| City of Novi                           | \$0                        | \$0                            |
| <b><i>City of Farmington Hills</i></b> | <b><i>\$50</i></b>         | <b><i>\$50</i></b>             |

In terms of the small sample above, the proposed one-hundred-dollar (\$100) per meeting pay would exceed the forty-four-dollar (\$44) average and twenty-five-dollar (\$25) median, putting it near the top of the range just behind West Bloomfield Township.

Department Authorization by: Charmaine Kettler-Schmult, Director of Planning and Community Development  
Prepared by: Erik Perdonik, AICP, City Planner

**Attachments:**

- [September 21, 2023, Planning Commission meeting minutes](#)

- **1989 City Council resolution regarding PC-ZBA per meeting pay parity**
- **2000 City Council budget meeting PC-ZBA per meeting pay increase**
- **2024 City Council budget study session May 16, 2024**

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
September 21, 2023, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Countegan at 7:30 p.m.

**ROLL CALL**

Commissioners present: Countegan, Grant, Trafelet, Stimson, Varga, Ware

Commissioners Absent: Aspinall, Brickner, Mantey,

Others Present: City Planner Perdonik, City Attorney Schultz, Planning Consultant Tangari

**APPROVAL OF THE AGENDA**

As there were members of the public who were waiting to offer comment from the 6:30 Study Session, and as the first agenda item had been postponed at the request of the applicant, the following motion was offered:

**MOTION by Trafelet, support by Varga, to amend and approve the agenda as follows:**

- Add Public Comment following Approval of Agenda, in order to allow public comment from the 6:30pm Study Session to continue, and
- Delete 4.A. Site Plan 65-8-2023 (Planned Unit Development 3, 2021)

**Motion passed unanimously by voice vote.**

**PUBLIC COMMENT**

The following public comments were a continuation of public comment relative to the 6:30pm Study Session on Planned Unit Development (PUD) 1, 2023, Construction of multiple-family housing on south side of 13 Mile Road, east of Middlebelt Road, Owner Chaldean Community Foundation.

**REGULAR MEETING**

**APPROVAL OF MINUTES**

**August 17, 2023, Regular Meeting**

**MOTION by Grant, support by Trafelet, to approve the August 17, 2023 Public Hearing and Regular Meeting minutes as submitted.**

**Motion carried unanimously by voice vote.**

**PUBLIC COMMENT**

None.

**COMMISSIONER/STAFF COMMENTS**

Commissioners noted how cold it was in Council Chambers.

As the stipend for the Planning Commissioners had not changed for many years, the following friendly motion was offered:

**MOTION by Trafelet, support by Grant, that City Council consider increasing the stipend for Planning Commissioners from \$50 to \$100 per meeting.**

Commissioner Stimson said he would serve with no stipend.

**Motion passed by voice vote 5-1 (Stimson opposed).**

Chair Countegan noted that Commissioners enjoy their appointments and appreciate being able to serve.

Commissioner Varga explained how to pronounce her first name: Marisa.

In response to questions, City Planner Perdonik updated the Commission on work being done on the reconfiguration of the drive through at Chase Bank at 12 Mile/Farmington Road.

**ADJOURNMENT**

**Motion by Stimson, support by Grant, to adjourn the meeting at 9:05pm.**

**Motion carried unanimously by voice vote.**

Respectfully Submitted,  
Marisa Varga  
Planning Commission Secretary  
/cem



# City of Farmington Hills

31555 ELEVEN MILE ROAD, FARMINGTON HILLS, MICHIGAN 48018

## RESOLUTION

RESOLVE,  the City Council approves the recommendation of the City Manager to raise the pay for the Zoning Board of Appeals members to \$40 per meeting and that by the adoption of this Resolution establish a policy that members of both the Planning Commission and the Zoning Board of Appeals be paid the same amount per meeting, effective January 1, 1989.

Motion by: Fox

Support by: Soronen

Roll Call Vote: Alkateeb, Arnold, Fox, Marks, Sever, Soronen and Vagnozzi.

Motion carried: 7-0.

I, Kathryn A. Dornan, the duly authorized City Clerk of the City of Farmington Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Council of the City of Farmington Hills on January 9, 1989.

  
Kathryn A. Dornan  
City Clerk

Dated: January 11, 1989.

CMR 1-89-01



REPORT TO THE CITY COUNCIL FROM THE CITY MANAGER  
JANUARY 9, 1989

SUBJECT: Recommended Adjustment in Zoning Board of Appeals  
Per Meeting Payment

It has just come to my attention that the Zoning Board of Appeals is paid \$35 per meeting while the Planning Commission is being paid \$40 per meeting. We have always tried to equalize these payments and, therefore, I am recommending that the City Council adjust the pay of the Zoning Board of Appeals members \$5.00 per meeting to \$40.

RECOMMENDATION:

It is recommended that the City Council raise the pay for Zoning Board of Appeals members to \$40 and by its adoption of this Resolution establish a policy that members of both the Planning Commission and the Zoning Board of Appeals should be paid the same amount per meeting. This should become effective January 1, 1989.



William M. Costick  
City Manager

**CITY OF FARMINGTON HILLS  
COUNCIL BUDGET STUDY SESSION MEETING  
MAY 10, 2000**

The meeting was called to order at 6:00 p.m. by Mayor Bates.

Council Present: Barnett, Bates, Brickner, Ellis, Grant and Oliverio  
Council Absent: Mc Rae

Others Present: City Manager Brock, City Clerk Dorman, Assistant City Manager Whinnery,  
Directors Rosch and Nancy Piwowar,

City Manager Brock presented the budget for the next fiscal year. He commented that there was no tax increase anticipated and very little new personnel requested within the budget. He noted that there is nothing in the proposed budget that addresses funding for the new court facility and that this issue will need to be addressed at the appropriate time.

**OVERVIEW/REVENUES:**

Finance Director Rosch indicated that the recommended budget proposes for a total tax rate of 10.1650 mills, the same as last year. He explained that the general fund budget is being balanced with no draw of unappropriated fund balance and is operating at the same rate as in the fiscal year 99/00 or at 7.2193 mills. He also added that there are no appropriations from the designated fund balance. Mr. Rosch reviewed the tax rate history chart and table of the 2000 taxable value analysis by class, including commercial, industrial, residential, real property and personal property. He also explained the legislation that took effect on personal property formulas and what the city has done in those regards.

Director Rosch reviewed the taxable value of the community versus the city's SEV (State Equalized Value) and indicated that taxpayers are saving approximately 3 million per year (based on Proposal A formulas). Discussion was held on the 2000 tax allocation breakdown for the city, which totals the 10.1650 mills. This would include mills at General Fund Operating at 7.2193; Capital & Drains at 0.6777; Debt Service at 0.7785, Voted Park Special Millage at 0.4965 and Voted Public Safety Millage at 0.9930. Mr. Rosch compared Farmington Hills' tax rate to other Oakland County communities. He referenced how overall tax dollars are allocated, that being County – 12.61%, Education at 60.13% and City Taxes at 27.26% of each dollar in taxes.

Mr. Rosch reviewed the proposed expenditures of the city by Fund and by type. City Council reviewed the general fund revenues and expenditures.

Mr. Rosch noted proposed staffing changes which included the elimination of an Account Clerk I and addition of an Information Systems Analyst. This would cause no change in the budget amount.

Mr. Rosch also reviewed the General Fund Expenditures by category (refuse, transfers, personnel services, supplies, capital, contractual services).

Review was made of the capital improvement fund expenditures, including sidewalks, technology, drainage improvements, public facilities – including remodeling of Fire Station 4 and the William Costick Activities Center, DPW equipment, fire apparatus, and miscellaneous for a total of \$4,013,500.

Mr. Rosch reviewed Major and Local Road State shared revenue versus maintenance figures and the total roads funds summary, including revenues and expenses.

**GENERAL GOVERNMENT:**

**Boards & Commissions:**

Discussion was held on the fact that the Zoning Board of Appeals members are asking for an increase in meeting attendance pay. It was indicated that increases had not been included in this budget, but that perhaps it should be considered for next year. Mayor Bates commented that she felt they deserved, along with the Planning Commission members, an increase and suggested \$20 per meeting. Discussion was held. City Council concurred on an increase of \$10.00 per meeting for each Planning Commission and Zoning Board member. Mr. Rosch indicated that he would not amend the budget as presented; that monies already proposed should be able to cover the costs.

Councilmember Barnett inquired about the proposed increase in the Historic District Commission budget. It was noted that this increase was proposed for book/ publication updates.

**City Council:**

Mr. Brock indicated that the budget amount for Conference and Workshops was adjusted to more clearly reflect what is being spent. Discussion was held on public official liability insurance. Mr. Rosch advised that Council is covered and that this amount is budgeted in general fund.

**City Administration:**

Councilmember Barnett indicated that perhaps business retention and development should be added to the goals section of this budget. Council concurred to enhance Goal No. 2. Member Barnett inquired about the performance objectives relating to performance measurement for negotiations with the Teamsters Union. Council agreed that this item should be eliminated from this section of the budget and covered under Human Resources. Member Barnett asked about miscellaneous expenses in supplies and why the figure requested is lower than the projection for this year. Mr. Whinnery explained why the proposed figure should be adequate.

**Public Information:**

This portion of the budget includes a Public Information staff person as well as video division personnel.

Councilmember Barnett commented on a new feature of the budget titled "Summary of Significant Budget changes from Prior Year" and the fact that this is a very nice feature that provides good information on each budget at a glance.

Short discussion was held on health care insurance for the city, coverage changes, costs, etc. Mr. Whinnery indicated that the city is sufficient in this area from 1-6 years, depending on the labor contract unit and length of the current employment contract.

Discussion was held on video production staff and whether this staff was adequate, etc. It was requested that the City Manager supply comparative salary figures on Dave Tietmeyers position (and Todd Lipa's, youth services director).

**Finance Department:**

Mr. Rosch explained that Finance has eliminated a position, reduced data processing costs, and increased consultant fees to cover the new data reporting system that was required. Discussion was held on the new reporting system required, its purpose and necessity. Discussion was held on costs for a fax machine. Councilmember Barnett questioned the performance objectives on converting condominium projects from flat values to on-line calculations and sales ratio issues (Assessing Division). Mr. Rosch

explained these objectives. Discussion was held on assessment values on homes after sale, etc. and how this relates to the state approved proposal A. Mr. Brock indicated that he would have the City Assessor, Dean Babb, explain the assessment after new sales, etc. and supply this information to City Council in their next packet.

**Corporate Counsel:**

It was mentioned that there is no commitment or requirement on record to review corporate counsel within a specific number of years, but that it is up to City Council to review counsel when they desire. Discussion was held and pros and cons were mentioned regarding going out for bids or proposals on these services. It was questioned as to why the city should go through the process or put counsel through this process if City Council and the City Administration is satisfied with the service being provided.

**City Clerk:**

City Clerk Dornan presented this budget. Discussion was held on the number of elections to be held in the coming year. Discussion was held on the possibility of the City having to hold special elections should Senator Bullard be elected as County Drain Commissioner. It was indicated that the supply account and election related line items have been increased in order to accommodate the August and November Presidential elections.

**Human Resources:**

Director Moultrup presented this budget and explained that there are proposed increases with regard to testing due to new requirements. She also discussed advertising costs for available positions and related cost increases.

**Central Services:**

Director Lasley presented this budget, indicating that the only increase was for a part time staff person to move into full time status. He explained the responsibilities this person would handle. He added that increases in technology situations in the city requires additional staffing. Discussion was held on software and technology for on-line registration for parks and recreation programs and when this might be available. Mr. Lasley indicated that by fall, residents could register for any program by phone. He added that once the city's website is up and active, on-line computer registration will be pursued. Discussion was held on whether all city departments are inter-connected for the purpose of gathering information. Mr. Lasley explained software packages available to accomplish this; the complexity of that type of endeavor and how the city's new GIS would be involved.

Discussion was held on training classes being offered during the next year. City Council requested that they be copied with information on these classes when scheduled.

**Organizational Support Services:**

Mr. Brock indicated that there are few changes in this budget. He explained that the proposed increase in funds for land acquisition relates to the Hull road properties for the new court facility and the Totton property.

**Interfund Transfers:**

City Council had no questions with regard to this budget.

**PLANNING & COMMUNITY DEVELOPMENT:**

Director Countegan presented this budget to Council. Discussion was held on change of occupancy permits and purpose they serve, etc. Discussion was also held on personnel changes including retirements, etc. Council indicated that they would like the department to educate the public further on

the need for certificate of occupancy's and their purpose in order to be assured that everyone is complying with these requirements.

City Manager Brock commended Mr. Countegan and Mr. Rosch on running "tight" departments with regard to staffing levels.

Director Countegan acknowledged the Eight Mile Road Boulevard Committee and projects planned. Discussion was held on the census project and reimbursement of funds.

**POLICE DEPARTMENT:**

Chief Dwyer and Assistant Chief Niemisto presented this budget. It was noted that the proposed budget showed an increase of 3.39% over last year's budget, which was only due to salary and wages. The Chief stated that if salary and wage items were excluded, the overall budget is down from last year. Chief Dwyer brought up future expansion of Police Building. He indicated that study money is being budgeted in the planning budget as part of the capital improvement plan, and he feels expansion of the police building needs to be seriously studied and reviewed as part of the city hall campus master plan. He reminded City Council that they took occupancy of the building in 1997 and that future needs includes the requirement of additional space. Discussion was held on the land required to accomplish a new court building and expanded police building on the city hall campus. Chief Dwyer urged the city to be pro-active in studying this issue, as costs will only continue to increase for these improvements as years go by. Discussion was held on whether dispatch/communications could be removed from the existing building and relocated. Chief Dwyer indicated that the ideal situation is to have regional dispatch services but that this is not very likely for this area. He added that he does not feel dispatch services could run properly if removed from the main police functions and building.

Discussion was held on a service fee to be included on household phone bills to cover county communication issues. Chief Dwyer updated City Council on the status of this issue and fact that charges should start in June or July of this year. He added that it will be \$.57 per line. He added that new equipment will be provided to the city, which is covered by these new charges, including mobile prep phones, etc.

Councilmember Barnett referred to the public safety budget summary and made comparisons with total public safety budgets between police and fire and their percentages. She questioned that if an 80/20 split works, which has been proven in the past, why was the city wavering from that. Ms. Barnett also mentioned recent law changes covering forfeiture funds.

Chief Dwyer explained that the original forfeiture fund Bill proposed was defeated, and that a new law has been approved that allows proponents to file with the courts to try to obtain personal property back that had been confiscated. He indicated that this would have some impact on those revenues.

Member Barnett again referenced the 80/20 percent split between the Police and Fire Departments on approved millage dollars and commented that if this is a true representation of the public safety money, the city should plan in that direction.

Chief Dwyer addressed his concern involving the need for cadets to work the front desk. He added that he has not asked for additional police officers in this budget and feels his staff is doing an excellent job under tough situations. He applauded the use of in-car cameras in the city and the success of these units. Chief Dwyer advised council of some training changes by officers over the past years. He explained the workload of the desk personnel, the issue with the increase in the amount of prisoners, reports and related work and that more front desk personnel is needed. He added that most of the time they are taking an officer off the road to work the desk. Chief Dwyer indicated that full reporting on

this issue is being prepared for the City Manager at this time, which we hopes would be shared with Council in the future. He added that he is recommending a expansion of the cadet program to meet these needs.

Discussion was held on number of officers that were funded by the millage. Chief Dwyer reviewed the staffing allocations out of the city's approved millage and persons hired. He again reiterated the workload of the sergeant and cadet on the desk and that two persons is not enough. It was mentioned that a cadet costs the city approximately \$35,000 per year; there are six cadets at this time. Discussion was held on possible retirements in the department and the commitment requirements of cadets when they are hired.

Councilmember Grant questioned if the Chief's information on additional staffing is being considered now and whether it will be done before the budget is finalized and adopted or whether this is something to be considered for next year. Mr. Brock indicated that there is a city policy to follow to request additional personnel during the budget process and that no new staff was requested with the original budget.

Chief Dwyer indicated that this issue had been brought to his attention after the main budget was developed and that he has authorized to take an officer off the road to manage the desk when required. It was mentioned that an officer costs the city \$81,000 per year versus the \$35,000 for a cadet.

Councilmember Brickner requested statistical information on service requests, etc. during peak hours, etc. Chief Dwyer indicated that the afternoon shift would be the busiest, with day shift next. Mrs. Barnett suggested that perhaps a retired police officer would be willing to work the desk. Discussion was held.

Mayor Bates questioned if the in-car cameras had ever been a liability to the city or worked in a detrimental way. Chief Dwyer described how these cameras work, how the officers are trained, etc.

Member Brickner commented on a car chase that occurred in the winter season and that the videotapes proved that no police cars were chasing this vehicle when it crashed.

Chief Dwyer mentioned the success of the community policing programs and the new gun lock program/free give away.

Member Barnett commented on calls she gets regarding school crossings. She questioned school crossing guard figures within the budget and questioned why the school doesn't pay for this. She commented on the need for school zone signs and lights. She stated that she would like to see more school crossing guards and feels the schools should reimburse the city for them.

Assistant Chief Niemisto summarized a state statute from a few years ago which determined that city shall pay, train and provide/pay for guards, but that the school system is allowed to chose the site locations for them to be assigned. Council held discussion on the crossing guard numbers and locations.

Discussion was held on the issue of a traffic signal at Harrison High School, recent letters received on this issue, etc. in light of the recent accidents here. Manager Brock advised City Council that Traffic Engineer McCarthy was meeting with Commissioner Sever tomorrow and working on this issue.

**PUBLIC SAFETY MILLAGE:**

Director Rosch indicated that this budget was mainly the transfer of funds to cover costs that must be paid from the public safety millage fund.

Fire Chief Marinucci indicated that the Fire Department is proposing the same number of personnel as already allocated out of the millage budget. He noted that a couple of new capital items include: 1) an infra-red camera (\$18,000) and defibrillator for advanced life support.

**FIRE DEPARTMENT:**

Chief Marinucci presented this budget. He indicated that there are no significant changes in the budget over last year and that there are no requests for additional staff. He mentioned that he has some significant challenges due to growth numbers and the increase in the number of medical runs. He added that a big challenge is with regard to managing his overtime account. He explained why this amount is high and also commented on sick leave situations and how these leaves have to be covered by other staff.

City Manager Brock indicated that the overtime issue, along with EMS concerns, is legitimate and need to be addressed. He also added that the Fire Department situation is different than the Police Department personnel issues in that there are not over a hundred persons to draw from for coverage, etc.

Chief Marinucci explained the problem with getting volunteers in certain areas of the city is due to affordable housing issues, etc. He added that station transfers have been done in different areas for people living just across the border into another zone. He summarized by again stating that getting paid on-call firefighters is very difficult.

Mr. Brock indicated that because of the difficulty in getting paid on-call firefighters, he supports the increase of an additional staff person in the Fire Department for this budget.

Member Barnett again referenced the 80/20% split (of the voted public safety millage monies) and why it is justified for the Fire Department.

It was the general consensus of Council to agree to the addition of a staff member for the Fire Department.

Mr. Brickner questioned the capital improvement planned expenditures.

Chief Marinucci advised City Council on the proposed capital improvement expenditures planned such as the remodeling for Fire Station No. 4, replacement of self-contained breathing apparatus, and a replacement ambulance for Station No. 5. Discussion was held on major renovations needed at Station No. 3. Chief Marinucci explained the other purchases and summarized the need for the new ambulance.

**EMS Report:**

City Manager Brock stated that he had requested that this report be put together to give Council an up-to-date look at the EMS program. He added that there could be a special study session scheduled if Council desired, but that this issue needed to be reviewed.

Mayor Bates commented that she felt this report was distressing and mentioned some history as to how the city got into the EMS business. She added that from the report she feels the program is short staffed and she has some concerns.

Chief Marinucci summarized the costs for the program and fact that the program is netting about \$80,000 annually, not including payment of personnel costs. He explained that personnel costs are about \$250,000, therefore, the program is costing the city approximately \$170,000 per year.

Discussion was held on costs being paid extra for personnel to be EMS qualified.

Councilmember Oliverio questioned the number of runs and whether CEMS is doing less work than before, while they are getting the bulk of the monies.

Chief Marinucci explained the situation with CEMS, why their run time/response time can be longer now without causing problems; how they can be further away from the city and access additional accounts.

Discussion was held on how program operates, who transports and when and under what circumstances.

It was discussed that the city got involved in this program because residents were paying too much for ambulance services and more importantly, to keep response time down. Discussion was held on these goals and whether they have been accomplished and at what cost. It was explained that the major goal was to provide better trained personnel and save lives with faster response time.

Chief Marinucci commented that response time is definitely faster. The Department has made changes to better train personnel, have better communication with Botsford Hospital and retrain firefighters. He added that the quality of service is better and response time is better, but this has been at a cost to the city. Chief Marinucci added that a lot of the costs are determined by Medicare laws (how much goes to ALS service and how much goes to transport, etc).

The Chief described the mutual aid effort with the City of Farmington. Council concurred that the city has a responsibility to provide better service and response time to the residents, but did not feel that the city should be taken advantage of by CEMS.

Chief Marinucci described the challenge of the program with calls coming in at the same time, and not having enough staff to be able to provide the service, etc.

Council held discussion on doing full transport all the time and whether the city should be in that business.

Member Grant questioned the service of CEMS to the city during multiple runs.

Chief Marinucci indicated that the city needs a labor force (on calls) for fires and other disasters and that the ALS system has impacted the on-call system. He commented that nationwide, it would be difficult to find a city the size of Farmington Hills that has our type of a paid on-call system, rather than a full-time department. He commented that he feels if things change with CEMS and the city does less, service will suffer and people will suffer.

The Chief referenced the issue of transport provisions and why he feels the city needs to be thinking that in the future a full time department will most likely be required.

Council discussion was held on reciprocal help to the City of Farmington, how much Farmington Hills is doing and covering, etc.

City Manager Brock commended the city and the fact that every department in the city runs better than those departments in other communities who are comparable or even smaller in size but have more personnel.

Chief Marinucci indicated that he felt this was a political decision by Council and they, based on all the information and details that could be supplied, would need to decide whether to continue with a

program that costs the city money in order to provide better service or whether to not perform these type of services and let the private companies perform the entire service.

Member Grant commented that he does not feel this is a political issue and that the city needs to do what is best for the citizens.

Chief Marinucci indicated that what he meant was that this is a “policy issue” decision by Council, not a political issue. He reiterated that he feels this is clearly a decision of how much service Council wants to provide in this area and that his position is to provide as much information as possible, including facts, figures, etc.

Discussion was held on collections from billings, percentage of payments made, etc. It was indicated that the city is paid \$53 response money from each run, even if payment is not made in full to CEMS by the patients being transported.

Mayor Bates indicated that further study is needed on the issue and more information needs to be provided. Chief Marinucci indicated that he would provide the information on any questions asked this evening.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 10:02 p.m.

Respectfully submitted,

Kathryn A. Dornan, City Clerk

/kad

Council inquired about the oversight and auditing of spending by boards and commissions, expressing concerns about potential misuse of funds. Director Skrobola explained that while boards and commissions are not audited separately for their own policies and procedures, their expenditures are included in the city's overall audit scope. All expenses go through the city's normal procedures for governing expenses, ensuring proper oversight.

City Clerk Lindahl added that boards and commissions are generally aware of spending rules due to the involvement of staff liaisons who are knowledgeable about city expenditure policies and ensure that funds are spent appropriately, adhering to city guidelines.

**Council questions, comments and suggestions regarding the Arts Commission:**

Councilmember Boleware raised concerns about the funding disparity in the joint Arts Commission with Farmington, noting that Farmington Hills allocated \$7,500 for the year, while Farmington only contributed \$116 budget.

City Manager Mekjian acknowledged the issue and agreed to discuss the matter with Farmington's leadership to seek more balanced support for joint activities.

**Council questions, comments and suggestions regarding the Historic District Commission and Beautification Commission:**

Councilmember Knol discussed funding requests from the Historic District Commission noting that they are seeking additional funds to continue improvements at the Utley Cemetery following progress at the Halsted Cemetery. She added that the Beautification Commission requested more funding for their three main events: the annual Litter Walk, the Beautification Award Ceremony, and the bi-annual Plant Swap.

Mayor Rich supported the funding increase and suggested exploring sponsorship opportunities to offset costs, similar to past donations from Plum Market. She emphasized the value of the Litter Walk and the significant amount of waste collected, which highlights the commission's positive impact on the community.

Councilmembers echoed support for the increase, recognizing the community-wide benefits and suggested giving the commission a couple of years to secure sponsorships and ensuring any funding increase is sustainable. It was agreed that the commission should be informed about seeking future sponsorships to help manage costs.

**Council questions, comments and suggestions regarding the Planning Commission:**

Mayor Rich inquired about a request from Planning Commission Chair John Trafelet to increase their meeting stipend from \$50 to \$100, noting that this was not discussed in the budget.

Assistant City Manager Mondora clarified that the stipend change would need to be approved by a council resolution before being integrated into the budget. Currently, Planning Commission members receive \$50 per meeting, with meetings typically held twice a month, though they are scheduled for three meetings, often canceling one.

Mayor Rich mentioned that the request was driven by the length of the meetings, sometimes lasting late into the night. It was suggested that the recommendation should come from the staff liaison, including a study of stipend rates in other communities to determine if an increase is warranted. The same stipend applies to the Zoning Board of Appeals, which also receives \$50 per meeting.



OFFICE OF CITY  
CLERK

**TO:** Mayor and City Council  
**FROM:** Carly Lindahl, City Clerk  
**DATE:** June 24, 2024  
**SUBJECT:** Amendments to Rules of the City Council and Guidelines of Conduct

At the June 10, 2024 study session, Council discussed amending Section A. Regular and Special Meetings of the Rules of the City Council to provide greater flexibility relative to scheduling and cancelling City Council regular and special meetings, including cancellation during adverse weather events, holidays and summer schedules, and scheduling a study session in lieu of a regular meeting. All changes meet the requirements of the Open Meetings Act.

Council also discussed amending Section E. Citizen Participation to address public participation at meetings related to meeting disruptions, use of microphones and speakers, and amplification systems, including bullhorns. The proposed amendments also provide language that has been upheld in the courts relative to obscene, defamatory, or similar disruptive language that substantially interrupts, delays, or disturbs the peace, or constitutes a threat to an individual or individuals.

At that time, it was the consensus of Council to bring these amendments back for Council approval at a regular meeting. The City Attorney has reviewed the amendments based on Councils' discussion and they are attached for your review.

**RECOMMENDATION:**

IT IS RESOLVED, that the Farmington Hills City Council hereby approves the amendments to the Rules of the City Council and Guidelines of Conduct.

**CITY OF  
FARMINGTON HILLS**

**RULES OF THE CITY  
COUNCIL AND  
GUIDELINES OF  
CONDUCT**

| (As amended through ~~May 13, 2024, and effective~~ June 24, 2024)

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# CITY OF FARMINGTON HILLS RULES OF THE CITY COUNCIL

## A. REGULAR AND SPECIAL MEETINGS

### 1. REGULAR MEETINGS:

The Council shall meet regularly within the City at least twice each month at such times and places as the Council may prescribe. Council will adopt its meeting schedule annually pursuant to the Open Meetings Act, and will endeavor to hold ~~Regular~~ regular meetings ~~of the City Council will be held, at a minimum,~~ on the second and fourth Mondays of each month beginning at 7:30p.m., local prevailing time, at the City Hall. Regular meetings may be scheduled at or rescheduled to other times by a vote of the Council. In emergency or weather-related circumstances, regular meetings may be canceled by the Mayor or, in the Mayor's unavailability or absence from the City, by the Mayor Pro Tem, with notice to all members of Council and, if possible, notices to the public posted at City Hall's main entrance.

### 2. SPECIAL MEETINGS:

A special meeting may be called by the Mayor, or any of four (4) or more members of Council and upon at least eighteen (18) hours notice to each member. Special meetings may be canceled in the same manner as regular meetings.

### 3. BUSINESS AT SPECIAL MEETINGS:

No business shall be transacted at any special meeting of the Council unless the same has been stated in the notice of such meeting.

### 4. STUDY SESSIONS:

Study sessions of the Council will be held as necessary ~~and as scheduled by Council.~~ The City Manager and City Clerk will prepare an agenda for these meetings prior to the start of such meetings, which agendas will include such items as have been requested by Council under these Rules or as the City Manager deems necessary for purposes of advising or receiving input from Council on matters of City business.

### 5. REGULAR AND SPECIAL MEETING NOTICE (POSTING) REQUIREMENTS:

A. For regular meetings of the Council, the Clerk shall post at the City Hall, within three (3) days after the first meeting of the Council in each calendar year, a public notice stating the dates, times and places of its regular meetings for the year.

- B. For a rescheduled regular or a special meeting of the Council, a public notice stating the date, time and place of the meeting shall be posted at least 18 hours before the meeting.
- C. However, such notice, as described in 5A and B above, is not required for a meeting of the Council in emergency session in the event of a widespread natural disaster or a severe and imminent threat to the health, safety or welfare of the public when two-thirds of the members of the Council determine that delay would be detrimental to the City's efforts in responding to the threat.

6. MAILING OF MEETING AGENDAS:

Upon written request of an individual, organization, firm or corporation, and upon the requesting party's payments of an annual fee of not more than the reasonable estimated cost for printing and postage of such notices, the Clerk shall send to the requesting party, by first class mail, a copy of regular meeting agendas. The Clerk shall also notify any requesting party that a copy of each regular meeting agenda is posted on the City's website for public access prior to each such meeting. Upon written request, the Clerk shall electronically provide a copy of such notices of meetings to any newspaper published in the State of Michigan and to any radio and television station located in the State free of charge.

7. MINUTES OF REGULAR AND SPECIAL MEETINGS:

- A. A journal of the proceedings of each regular and special meeting will be kept in the English language by the Clerk and shall be signed by the City Clerk, upon approval by Council.
- B. Proceedings of the Council, or a brief synopsis thereof, will be published in a newspaper of general circulation within the City within 15 days following each meeting.
- C. Proposed minutes of regular or special meetings will be available for public inspection not more than eight business days after such meeting.
- D. Approved minutes will be available for public inspection not later than five business days after the meeting at which the minutes were approved.

**B. MEETING PROCEDURE**

1. MEETINGS TO BE PUBLIC:

All regular and special meetings of the City Council shall be open to the public and citizens shall have a reasonable opportunity to be heard under such rules and regulations as the Council may prescribe.

2. ORDER OF BUSINESS:

An agenda for each Regular Council meeting shall be prepared by the Mayor, City Manager and City Clerk in accordance with the following order of business:

- a. Call Meeting to Order
- b. Pledge of Allegiance
- c. Roll Call
- d. Approval of Agenda
- e. Announcements/Presentations from City Boards, Commissions, and Public Officials
- f. Correspondence
- g. Consent Agenda
- h. Consent Agenda Items for Discussion
- i. Council Members' Comments and Announcements
- j. City Manager Update
- k. Public Hearings
- l. Unfinished Business
- m. New Business
- n. City Manager Reports
- o. Additions to Agenda
- p. Public Comments
- q. City Attorney Report (first meeting of the month)
- r. Adjournment

3. QUORUM:

Four (4) members of the Council in office at the time shall be a quorum for the transaction of business.

4. PRESIDING OFFICER:

The presiding officer shall be responsible for enforcing the Rules of the City Council, contained herein, as well as the Code of Conduct. The Mayor shall be the presiding officer of the Council. In the absence of or disability of the Mayor, the Mayor Pro Tem shall be the presiding officer of the Council. In the absence or disability of both, the Council may designate another of its members to serve as presiding officer during such absence or disability.

5. PRESENTATIONS:

- A. During the regular session of a City Council meeting, those who have been invited by the City Council or Administration to make presentations and those who have an application or proposal as an item of business on the agenda and wish to make a presentation, may, if allowed by Council and upon the direction of the Mayor at the meeting, do so by coming before the public microphone, stating their name and, if appropriate, group or business affiliation, and making their presentation to Council for such

duration as may be allowed by the Mayor or chair of the meeting. All persons presenting or commenting during the regular session of a City Council meeting shall do so, in person, at the meeting.

- B. Those who have been invited by the City Council or Administration to make a presentation relating to a study session agenda item may, upon direction of the Mayor or City Manager, make their presentation for such duration as may be allowed by the Mayor or chair of the meeting. Presentations at study sessions shall be in person, except presenters may make remote study session presentations by a secure remote audio and video communication connection established by the City to avoid incurring costs and expenses for the presenter's long-distance travel to the City or in bona fide emergency, or unexpected circumstances, as determined in the City Manager's discretion, and not for convenience, provided the City Manager and Clerk have been given sufficient advance notice to make the necessary arrangements.

### C. CLOSED SESSIONS

1. PURPOSE:

The City Council may only meet in closed session for purposes defined in the Michigan Open Meetings Act. Closed sessions may occur before or after the regular session portion of a regular meeting or at a special meeting.

2. CALLING CLOSED SESSIONS:

A roll call vote of the Council members elected or appointed and serving shall be required. The roll call vote shall be taken at an open meeting and the purpose for calling the closed session shall be entered into the minutes of the meeting at which the vote is taken.

3. MINUTES OF CLOSED SESSIONS:

A separate set of minutes shall be taken by the Clerk or the designated Secretary at the closed session. These minutes will be retained by the Clerk of the Council for the period of time required by the Michigan Open Meetings Act, shall not be available to the public and shall be disclosed if required by a civil action.

Closed meeting minutes may be distributed to Council for review at a closed meeting and may be approved, in Council's discretion, and returned to the Clerk.

4. CONFIDENTIALITY OF CLOSED SESSION INFORMATION:

A City Council member shall not divulge to any unauthorized person confidential information discussed in a closed session. Council members shall honor the confidentiality of the debate, discussion and preliminary action, if any, taken in

closed session; and be aware of the potential financial liability and/or harm to the reputation of the City by premature disclosure.

#### D. VOTING AND DISCUSSION

1. ROLL CALL:

In all roll call votes, the names of the members of the Council shall be called. A vote upon all ordinance enactments, rezoning issues and liquor license requests shall be taken by a roll call vote and entered upon the records.

2. RESULTS OF VOTING:

In all cases where a vote is taken, the Chair shall declare the result.

3. DUTY TO VOTE:

Whenever a question is put before the Chair, every member shall vote, provided however, that no member shall be required to vote if that member shall have a conflict of interest and shall state his/her conflict of interest. If a member is precluded from voting pursuant to a conflict of interest, that member shall refrain from participating in the discussion on the issue.

EXCEPTION: A Councilmember should not vote on the question of approving, correcting or amending minutes of meetings at which the member was absent for the reason that such member is unable to determine the accuracy of such minutes.

4. CONDUCT OF DISCUSSION:

The maker of the motion shall speak first; the supporter of the motion shall speak second. During Council discussion and debate, no member shall speak until recognized for the purpose by the Chair. After such recognition, the member shall confine discussion to the question at hand. Personal comments about other individuals should be avoided. When addressing other members of Council, they should be addressed by title and/or last name but not by first name. No member should request to speak a second time on a motion as long as another is requesting recognition to speak for a first time.

5. COUNCIL MEMBER REQUESTS FOR POSTPONEMENTS:

Requests for postponements on agenda items from members of council requires approval by a majority of Council present.

6. RULES OF PARLIAMENTARY PROCEDURE:

The rules of parliamentary practice as contained in Robert's Rules of Order, most recent edition, shall govern the Council in all cases to which they are applicable,

provided they are not in conflict with these Rules or with the Ordinances and Charter of the City of Farmington Hills.

7. RECONSIDERATION OF MOTIONS:

When a question has been decided, it shall be in order for any Council member who voted on the prevailing side of the question to move the reconsideration at the same meeting or at the next regularly scheduled meeting, provided no action has been taken as a result of the previous vote.

8. GENERAL CONSENSUS:

General consent or consensus may be used to give direction and the minutes should indicate that a majority consented.

### E. CITIZEN PARTICIPATION

1. GENERAL:

Each council meeting agenda shall provide for reserve time for audience participation, as requested, hereby known as Public Comments.

2. LENGTH OF PRESENTATION:

Members of the public at the meeting shall not speak unless recognized by the Chair. Members of the public shall be limited to speaking for a maximum of three (3) minutes.

3. PERSONS ADDRESSING THE COUNCIL/ATTENDING MEETINGS:

- A. Persons shall not speak unless recognized by the Chair.
- B. Prior to addressing Council, members of the public shall come before the public microphone, state their name and, if appropriate, group affiliation.
- C. Comments shall be directed to Council and not to or at other persons.
- D. Persons must address Council by speaking, they shall not yield their time to other speakers, and they shall not play audio or video recordings.
- E. While comment upon the action, inaction, or performance of the Council and the City of Farmington Hills commissions, boards, employees and consultants is allowed, Council asks all speakers to

refrain from using profane, vulgar, or abusive language and personal attacks will not be tolerated. Additionally, City Council prohibits the use of any obscene, defamatory or similar disruptive language that substantially interrupts, delays, or disturbs the peace and good order of the proceedings of the City Council meeting or constitutes an imminent threat to the person or property of an individual or individuals.

F. If speakers have materials they wish to hand out to members of Council, they must inform or signal to the Clerk who will receive them from the speaker and hand them out.

G. Members of the public shall not disturb speakers at the podium and shall not interrupt Council members or staff while they are speaking during a meeting or otherwise disrupt a Council meeting.

H. Comments by persons in the audience by voice, clapping, or otherwise, showing approval or disapproval of any remarks of the speaker or member(s) of the public body are not allowed.

H.I. Microphones and speakers, megaphones, amplification systems or devices, and sound or noise distraction devices of any kind are prohibited, except those provided by the City for purposes of the meeting.

H.J. Persons wanting to address Council at a meeting shall fill-out a public participation registration form prepared by the Clerk, providing the date, name and address of the speaker, the topic and agenda item on which the speaker wishes to speak, and the organization (if any) that the speaker represents. The Chair shall have the discretion to decide the order in which to recognize and call speakers to the public microphone to speak and may call City residents and property owners ahead of others.

4. DEVIATION:

Upon the request of a member of the Council, the Chair may recognize a member of the audience who shall be permitted to address the Council at a time other than audience participation; however, all other rules as provided herein shall apply.

5. REQUESTS TO SPEAK DURING PUBLIC HEARINGS:

For the purpose of public participation during public hearings, every speaker must complete the public participation registration form and submit same to the City Clerk prior to the public comment period. After being recognized by the Chair, the speaker is to approach the public microphone and give his/her

name prior to speaking on the public hearing issue. Each speaker will be allowed three (3) minutes maximum to address the Council.

6. REQUESTS TO SPEAK DURING PUBLIC COMMENTS:

Any person who wishes to speak on a subject not on the printed agenda may do so during the period of time designated on the agenda as Public Comment by completing the required public participation registration form and submitting same to the City Clerk prior to the public comment period. Each speaker will be allowed three (3) minutes maximum to address the Council. All rules of conduct still apply.

7. REQUESTS TO SPEAK DURING REGULAR AGENDA ITEMS:

Any person who wishes to speak on an item included on the printed meeting agenda may do so by completing the required public participation registration form and submitting same to the City Clerk prior to that agenda item being discussed. Speakers will be recognized by the Chair, at which time they will be required to approach the public microphone, state their name and will be allowed three (3) minutes maximum to address the Council. The Council may in its discretion limit public comments to new information or matters not fully addressed at any previous meeting regarding the agenda item at issue.

8. SIGNS AND POSTERS:

Members of the public attending City Council meetings shall not display, hold, or place any signs, posters, or flags in the City Council Chambers. Although the public is not permitted under separate City Council policies to do so, members of the public may hold signs, posters, and flags in the corridor outside of City Council Chambers during evening meetings of City Council taking place in the City Council Chambers, subject to the following rules:

- A. The persons holding the signs, posters, or flags must position themselves along the glass window wall such that their signs, posters, and flags are facing inward toward the City Council dais;
- B. The signs, posters, and flags shall be motionless (i.e., not waved, bobbed, shaken, walked, or otherwise moved) such that they do not distract or draw attention away from persons speaking during the meeting or from the business, decorum, or order of the meeting;
- C. The signs, posters, and flags must be held in a manner that does not block, obstruct, or interfere, in any way, with any other person's ability to see and watch the meeting from the corridor outside the Council Chamber or with any other person's sign, poster, or flag; and
- D. The signs, posters, and flags must be handheld, shall be no more than four (4) square foot in size, shall not be attached to any pole or stick,

and shall not consist of any material other than paper, single-ply cardboard, poster board, or cloth material.

9. DISORDERLY CONDUCT AT MEETINGS:

A person in violation of these rules is disorderly. The Chairperson may call to order any person who is being disorderly. Such persons shall thereupon be seated until the Chair shall have determined whether the person is in order. If a person shall be called out of order, he or she shall not be permitted to speak at the same meeting, except upon special leave by the Council. If the person shall continue to be disorderly, the Chair may order the person to leave the room and upon a failure to comply, seek Police Department assistance in removal of the person from the meeting room and corridor area outside the meeting room such that the meeting can return to order, and City Council business can continue without disruption or distraction.

F. AGENDA

1. PREPARATION:

The Mayor, City Manager and City Clerk shall prepare an agenda for each regular or special meeting of the City Council. The deadline for submitting items for a Council agenda is 12:00 noon on the Thursday preceding the Monday Council meeting. Agenda items from Council should be submitted in writing by this same time. Requested items will appear on a meeting agenda within three meetings after request is made.

2. DISTRIBUTION:

The agenda and material related to the agenda (“agenda packet”) for each regular meeting of City Council will be made available to City Council members through computer access, and if requested, delivered to their residence, at least 48 hours before the scheduled regular meeting, or at least 12 hours before a scheduled special meeting.

3. AGENDA MATERIAL:

Department Heads and all others shall submit requests for inclusion on the agenda to the City Manager with all necessary supporting data. Written presentations shall be submitted by 12:00 noon on the Thursday preceding the Monday Council meeting for circulation with agendas. Agenda requests could be delayed if related information is not received in a timely manner.

4. POSTING OF AGENDA MATERIAL:

For added public transparency purposes only, the agenda packet for each regular meeting of City Council are to be posted for public review on the City’s website

on the Monday morning in advance of the meeting to which they relate, except as provided below. The posting of agenda packets on the website under this section is voluntary, not required by law, and does not create any added notice or due process obligations or rights. As such, if an agenda packet is not posted on the website, it shall not require a meeting or any agenda item to be canceled, postponed, or adjourned, and it shall not be a due process or notice defect or violation. This provision does not relate to public hearing notices posted on the website, and it does not apply to special meetings. Also, the agenda packet materials posted on the website may exclude confidential or privileged material and material that the Freedom of Information Act permits the City to exempt from public disclosure.

## G. CONSENT AGENDA

### 1. PURPOSE:

A consent agenda will be used to allow Council to act on numerous administrative or non-controversial items at one time.

### 2. AGENDA ITEMS:

A consent agenda will be developed by the City Manager and City Clerk. Items that could be included on this agenda include non-controversial items such as approval of minutes, payment of bills, approval of recognition resolutions, pay raises, etc. Any member of Council or the public may request that an item be removed from the consent agenda and placed on the regular agenda for discussion.

## H. RECORDING OF COUNCIL MEETINGS

### 1. MEETINGS MAY BE RECORDED, BROADCASTED & LIVESTREAMED:

All regular or special meetings of the City Council may be recorded by the City through the use of electronic and/or digital recording devices. City Council meetings may also be broadcast for public viewing on public access television channels and livestreamed on YouTube or another similar web-based livestreaming service. Links to livestream videos of meetings will be maintained on the City's website for public access.

### 2. RETENTION OF RECORDS:

Any separate digital and/or electronic recordings of Council meetings shall be retained by the City Clerk until such time as the minutes of the recorded meeting are approved by City Council.

## I. MISCELLANEOUS

### 1. AMENDMENTS TO RULES:

The rules of the City Council may be altered or amended by a majority vote of two-thirds of the entire Council.

### 2. SUSPENSION OF RULES:

The rules of the City Council may be suspended for good cause for a specified portion of a meeting by a two-thirds majority of the entire Council.

### 3. CONTROLLING AUTHORITY:

These rules shall control unless preempted by City Charter, State laws or the Courts.

### 4. REVIEW OF CONSULTANTS:

City Council shall make an internal evaluation of consultants as needed to determine if the services being provided are satisfactory and if judged to be inappropriate, will move to proceed with establishing a more formal review process.

## J. COMMITTEE ASSIGNMENTS

### 1. ASSIGNMENTS:

The Mayor may assign Council members to any committee as is deemed necessary, with approval of Council.

### 2. RESPONSIBILITIES:

Council members' responsibilities as committee members will be generally limited to policy and not the administration of a department or appointed organization.

## CITY OF FARMINGTON HILLS GUIDELINES OF CONDUCT

### A. PUBLIC RELATIONS

Members of Council should refrain from argument with a member of the public or staff at Council meetings since these arguments seldom resolve concerns and many times

inflame feelings at a public meeting. Any concerns by a member of Council over the behavior or work of a City employee during a Council meeting should be directed to the City Manager to ensure the concern is addressed.

## **B. CITY COUNCIL RELATIONS WITH CITY STAFF**

1. There shall be mutual respect from both staff and Council members of their respective roles and responsibilities when and if expressing criticism in public session.
2. Requests for information or questions by the City Council shall be directed to the City Manager or the appropriate Department Head. All non-routine requests should be submitted to the City Manager's office. All complaints should be submitted to the City Manager.
3. All written information material requested by individual Council members shall be submitted by staff to the City Manager who will transmit them to all Council members with the notation indicating which Council member requested the information.
4. Council shall not attempt to correct or influence staff in the selection of employees, recommendations for the awarding of contracts, the selection of consultants, the processing of development applications or the granting of City licenses or permits.
5. Incoming mail clearly marked as personal shall not be opened when addressed to individual Council members or staff unless requested.
6. A Council member shall not direct staff to initiate any action or prepare any report that is significant in nature or initiate any project or study without the approval of a majority of the City Council. All such requests will be first directed to the City Manager.

## **C. CITY COUNCIL RELATIONSHIP WITH CITY COMMISSIONS AND COMMITTEES AND COUNCIL MEMBER REPRESENTATION TO OTHER AGENCIES AND GROUPS**

1. Members of the City Council should not attempt to influence commission or committee recommendations, or to influence or lobby individual commission or committee members on any item under their consideration. It is important for commissions and committees to be able to make objective recommendations to the City Council on items before them. Members of Council that attempt to influence commission positions on an item may prejudice or hinder their role in reviewing the commission's recommendation as a member of the City Council.
2. Individual Council members shall have the right to attend meetings but are cautioned about becoming involved in the meetings' discussions.

3. If a member of the City Council represents the City before another governmental agency or organization, the Council member should first indicate the majority position as an opinion of the Council. Personal opinions and comments may be expressed only if the Council member clarifies that these statements do not represent the position of the City Council.



OFFICE OF CITY  
CLERK

**TO:** Mayor and City Council  
**FROM:** Carly Lindahl, City Clerk  
**DATE:** June 24, 2024  
**SUBJECT:** Revised City Council Annual Meeting Calendar

At the June 10, 2024 study session, Council discussed amending the Rules of the City Council to provide for more flexibility in their annual meeting schedule and to allow for a summer schedule during the months of June, July and August going forward.

Based on those amendments and due to the holidays in December, please find a revised City Council Annual Meeting calendar attached.

**RECOMMENDATION:**

IT IS RESOLVED, that the Farmington Hills City Council hereby approves the revised City Council Annual Meeting calendar.

CITY OF FARMINGTON HILLS  
31555 W. ELEVEN MILE ROAD  
CITY COUNCIL MEETING SCHEDULE  
JULY THROUGH DECEMBER 2024

Meetings held at 7:30 PM in City Hall – Council Chambers

**\*Each regular meeting may be preceded by a City Council study session\***

|           |    |    |
|-----------|----|----|
| July      | 08 |    |
| August    | 12 |    |
| September | 09 | 23 |
| October   | 14 | 28 |
| November  | 11 | 25 |
| December  | 09 |    |

Meeting Dates, Times and Location are subject to Change. Meetings are also subject to cancellation. Agendas for meetings are posted at City Hall prior to each meeting and in accordance with the Open Meetings Act. Agendas are also posted on the City's website at [www.fhgov.com](http://www.fhgov.com)

NOTE: Anyone planning to attend a meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248-871-2410 as soon as possible or at least two (2) business days prior to the meeting, wherein necessary arrangements/accommodations will be made. Thank you.

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL – May 13, 2024**

**SUBJECT:** Consideration of Adoption of Policy to Defer Payment of Sanitary Sewer and Water Main Connection Charges for Properties Subject to Temporary Connection Agreements

**Administrative Summary**

- Residential property owners sometimes experience private well or septic system failure and are not able to replace their system due to a variety of reasons, such as ground conditions, environmental issues, and cost.
- Certain locations exist where public water or sanitary sewer is not available along the property frontage to allow for a direct connection however the public utility may be located along a nearby street or public easement.
- In these unique circumstances, the property owner has been permitted to enter into a Temporary Connection Agreement with the City, which allows the property to indirectly connect to public water or sanitary sewer on a temporary basis through the side yard or across an adjacent property, with the owner's consent.
- These connections are recognized as a temporary solution until such time as the public utility is extended along their property frontage in the future and the proper connection is made available. At such time, the property owner is required to make a direct connection to the available water or sanitary sewer and pay for their share of the public utility extension.
- The Temporary Connection Agreements are recorded with Oakland County Register of Deeds and provides subsequent purchasers of the property notification of the payment obligations.
- It often takes many years or decades for the public water or sanitary sewer to be extended across the property frontage. By that time, the property may have changed ownership several times and the cost of construction is typically significantly more than when the Agreement was originally executed.
- In order to address cases where a financial hardship may exist, the policy will provide guidelines and standards to allow property owner(s) to defer connection fee payments until such time as the property is sold or transferred.
- This policy was discussed in detail at the March 8, 2024 City Council Study Session.
- The City Attorney has reviewed the policy and found it to be acceptable.

**RECOMMENDATION**

IT IS RESOLVED, the Farmington Hills City Council approves and adopts the Policy to Defer Payment of Sanitary Sewer and Water Main Connection Charges for Properties Subject to Temporary Connection Agreements.

Prepared by: Tammy Gushard, P.E., Senior Engineer

Departmental Authorization by: Jacob Rushlow, P.E., Director of Public Services

Approval by: Gary Mekjian, P.E., City Manager

|                                                                                                                                                                  |                                                                       |                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|---------------------|
| <b>Policy Number</b>                                                                                                                                             | <b>Subject:</b> Water and Sanitary Sewer Connection Charges Deferment |                     |
| <b>Revised:</b>                                                                                                                                                  | <b>Issued:</b>                                                        | <b>Page:</b> 1 of 2 |
| <b>Intent:</b> Establish a Policy to Defer Payment of Sanitary Sewer and Water Main Connection Charges for Properties Subject to Temporary Connection Agreements |                                                                       |                     |
| <b>Applies to:</b> All DPS                                                                                                                                       |                                                                       |                     |

I. Title & Objective

This policy shall be known and referred to as the “Policy to Defer Payment of Sanitary Sewer and Water Main Connection Charges for Properties Subject to Temporary Connection Agreements,” (hereafter referred to as the “Policy”). The intent of this policy is to allow property owners with a low income to defer payment of the Connection Charges until such time as the property owner transfers ownership of the subject property.

II. Policy

As a result of special circumstances involving the unavailability of public water main or sanitary sewer directly adjacent to certain individual residential parcels of land or subdivision lots within the City, upon request, the City has permitted homeowners to temporarily connect a residential service line to an existing public water main or sanitary sewer located within another nearby street or public easement, provided the homeowner enters into a Temporary Connection Agreement with the City.

Under the Temporary Connection Agreements, the homeowners agree that the connection being allowed at that time is temporary only and, when a new lateral water main or sanitary sewer is constructed that can provide properly designed direct service to the subject property, the homeowners promise to disconnect the temporary service line connection and connect their home to that new water main or sanitary sewer. Under the Temporary Connection Agreement, the property owner also agrees to the levy and payment of a special assessment or payback charge for the cost of the extension the same as the homeowners’ neighbors, as well as any tap fees and connection charges relative to connecting their property to and receiving service from the new lateral water main or sanitary sewer at the time the new water main or sanitary sewer is constructed. These are the “Connection Charges” referred to in this Policy.

The Temporary Connection Agreements are recorded in the chain of title to the homeowners’ properties, such that all future successor owners will have legal notice of the agreement and its obligations. However, because it often takes many years or decades for the City to be in the position of extending the water mains and sewer laterals to directly serve these properties, the cost of constructing the water main or sanitary sewer is significantly more than when the Agreement was originally executed, and some homeowners find themselves unable afford payment of the Connection Charges that are required under the Agreements, or even installment payments, in some instances of financial hardship.

Accordingly, to assist certain homeowners in fulfilling their obligations under the Temporary Connection Agreements, the City has developed this Policy to help alleviate the burden of the sometimes unexpected expense of the water main or sanitary sewer construction, when the property owner's income is limited.

III. Eligibility:

To qualify for a deferral of payment of the Connection Charges, the property owner must complete the application provided by the City's Public Services Department and meet the following minimum criteria.

**Income:** The combined household annual income shall not be more than 200% of the current Federal Poverty Guidelines for the State of Michigan.

**Assets:** The combined liquid assets of all persons residing in the home must be insufficient to pay the Connection Charges.

**Principal Residence:** The property must be the applicant's principal residence for all of the years the deferral is in effect.

Additional eligibility requirements:

- The party subject to the Connection Charges shall not be the party that originally entered into the Temporary Connection Agreement.
- The Temporary Connection Agreement at issue must be more than five years old at the time the Connection Charges are assessed.
- The amount of the Connection Charges must exceed the minimum amount of \$20,000.

IV. Rules:

1. The Director of the Public Services Department (Director) shall review and determine if an applicant meets the eligibility and qualifications for a deferral under this Policy.
2. Deferral applications must be accompanied by income verification as required. This must include, for each person residing in the home, all Federal and State Income Tax Returns for the prior three years, bank statements, and any additional information requested by the Director or their designee. Income qualifications must be re-verified every 5-years. Failure to provide requested income qualification materials may result in cancellation of the deferral with Connection Charges due in full within forty-five (45) days of written notice.
3. The Director may deny any application, regardless of income or liquid assets disclosed, if the financial hardship appears to be self-created by the actions of the person or persons making the application or those residing in the home.

## **Standard Practice Guide**

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4. Applicants shall be required to sign a promissory note and lien/mortgage agreement with the City placing a lien on the property in the amount of the Connection Charges, which mortgage lien must be paid at the time of any transfer of the property.
5. Transfer shall mean “transfer,” as it is defined in the General Property Tax Act, Public Act 206 of 1893, as set forth in MCL 211.1 et seq.
6. Applications must be submitted to the City’s Director of Public Services. Only complete applications will be considered.

**Please review this information carefully.** Please call the Public Services Department regarding any issues you wish to discuss.

**City of Farmington Hills**  
**Department of Public Services**

*Application For Deferment of Payment for Sanitary Sewer and Water Main  
Connection Charges*

This application must be filled out carefully and completely, and it must be signed by **ALL** of the owners of the property for which the deferral is requested. **A copy of the State and Federal Income Tax Returns for the prior three years (including without limitation the Michigan Property Homestead Form) for each person residing in the homestead must be submitted with this application.** All information supplied with this application will be kept confidential, if requested, but only to the extent allowed by law. All applications **MUST** be complete and contain accurate information or they will not be considered. Applications submitted without completed information, forms, or income tax returns will **NOT** be considered.

**Exemption Qualifiers** (must meet all to be considered)

1. Must be a citizen of the United States.
2. Must be a Farmington Hills resident and the property must be each applicant's principal residence for all of the years the deferral is in effect.
3. The combined household annual income shall not be more than 200% of the current Federal Poverty Guidelines for the State of Michigan.
4. Must attach federal and state income tax information (including a Michigan 1040CR Homestead Property Tax Form) or income verification for any person that does not file for each person residing in the homestead.
5. The combined liquid assets of all persons residing in the homestead must be insufficient to pay the Connection Charges.
6. The party subject to the Connection Charges shall not be the party that originally entered into the Temporary Connection Agreement.
7. The Temporary Connection Agreement must be more than five years old at the time the Connection Charges are assessed.
8. The total amount of the Connection Charges must exceed the minimum amount of \$20,000, excluding interest.

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CONFIDENTIAL – RESTRICTED ACCESS

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**Applicant's Name:** \_\_\_\_\_ **Age** \_\_\_\_\_

Property Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

US Citizen \_\_\_ Yes \_\_\_ No

Length of Time at this Residence \_\_\_\_\_

Applicant's Marital Status :

|                          |               |                          |           |
|--------------------------|---------------|--------------------------|-----------|
| <input type="checkbox"/> | Married       | <input type="checkbox"/> | Separated |
| <input type="checkbox"/> | Divorced      | <input type="checkbox"/> | Single    |
| <input type="checkbox"/> | Widow/Widower |                          |           |

Applicant's Employment Status: Please check the applicable box:

|                          |                    |                          |          |
|--------------------------|--------------------|--------------------------|----------|
| <input type="checkbox"/> | Employed Full Time | <input type="checkbox"/> | Disabled |
| <input type="checkbox"/> | Employed Part Time | <input type="checkbox"/> | Laid Off |
| <input type="checkbox"/> | Unemployed         | <input type="checkbox"/> | Other    |
| <input type="checkbox"/> | Retired            |                          |          |

Employer: \_\_\_\_\_

Occupation: \_\_\_\_\_

If you checked unemployed, laid off, disabled, or retired, how long have you been in this status? \_\_\_\_\_

We ask that you please describe any disability or health problems you have:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Co-Applicant Name: \_\_\_\_\_ Age: \_\_\_\_\_

Co-Applicant's Employment Status: Please check the applicable box:

|                          |                    |                          |          |
|--------------------------|--------------------|--------------------------|----------|
| <input type="checkbox"/> | Employed Full Time | <input type="checkbox"/> | Disabled |
| <input type="checkbox"/> | Employed Part Time | <input type="checkbox"/> | Laid Off |
| <input type="checkbox"/> | Unemployed         | <input type="checkbox"/> | Other    |
| <input type="checkbox"/> | Retired            |                          |          |

Employer: \_\_\_\_\_

Occupation: \_\_\_\_\_

Other persons currently residing in homestead:

| Name | Age | Relationship | Employment status | Employer or School Attending | Dependent? |    |  |
|------|-----|--------------|-------------------|------------------------------|------------|----|--|
|      |     |              |                   |                              | Yes        | No |  |
|      |     |              |                   |                              | Yes        | No |  |
|      |     |              |                   |                              | Yes        | No |  |
|      |     |              |                   |                              | Yes        | No |  |
|      |     |              |                   |                              | Yes        | No |  |
|      |     |              |                   |                              | Yes        | No |  |

Does any person listed above OR ANY OTHER PERSON make a financial contribution to the household? \_\_\_\_\_

If yes, how much does each such person contribute?

Person's name: \_\_\_\_\_

Amount \$ \_\_\_\_\_ monthly \_\_\_\_\_ annually \_\_\_\_\_

Are you and/or your spouse the sole owners of this homestead? \_\_\_\_\_ Is it your principal residence? \_\_\_\_\_

If no, who else has an interest in the property? \_\_\_\_\_ Explain: \_\_\_\_\_

When did you and/or your spouse purchase this homestead? \_\_\_\_\_

What was the Purchase Price? \$ \_\_\_\_\_

Have improvements, additions, changes been made to this homestead in the past two years? \_\_\_\_\_

If yes, please explain.

Is there a mortgage or land contract balance on the property? \_\_\_\_\_

If yes what is the payment amount? \$ \_\_\_\_\_ per \_\_\_\_\_

Does the payment include property taxes or are they paid separately?

Includes property taxes  Property Taxes are separate

What is the remaining amount due on the mortgage or land contract? \$ \_\_\_\_\_

When will it be paid off? \_\_\_\_\_

Are all outstanding property taxes paid? \_\_\_\_\_ If no explain \_\_\_\_\_

**OTHER REAL ESTATE HOLDINGS** - Do you, your spouse, co-owner, or any other person residing in the homestead have a financial interest in other real estate?

If yes, please provide the following information concerning that financial interest.

| Location – City & State | Tax I.D. Number of Property | Value of Property | Amount of Equity |
|-------------------------|-----------------------------|-------------------|------------------|
|                         |                             | \$                | \$               |
|                         |                             | \$                | \$               |

**OTHER ASSETS AND INCOME DATA** - List all sources of personal income. Income includes all money coming into the household from any source or person.

| Source               | Annual Income | Source                         | Annual Income |
|----------------------|---------------|--------------------------------|---------------|
| Employment           | \$            | Pension                        | \$            |
| Social Security      | \$            | Unemployment Compensation      | \$            |
| Worker’s Comp        | \$            | Welfare Assistance/Food Stamps | \$            |
| A.D.C.               | \$            | Alimony                        | \$            |
| Interest & Dividends | \$            | Child Support                  | \$            |
| Insurance            | \$            | Gifts/Other                    | \$            |

**HOUSEHOLD INCOME** - List the total income for each person residing in the household. Attach additional sheets if necessary.

| Name            | Total Income Current Year | Total Income Previous Year |
|-----------------|---------------------------|----------------------------|
| Applicant:      | \$                        | \$                         |
| Co-Owner:       | \$                        | \$                         |
| Other Occupant: | \$                        | \$                         |
| Other Occupant: | \$                        | \$                         |

**ASSETS** - List the total values for all assets of all persons residing in the household.

| Cash               | \$ | Other - describe | Net Value |
|--------------------|----|------------------|-----------|
| Savings Account(s) | \$ |                  | \$        |
| Checking Account   | \$ |                  | \$        |
| Stocks & Bonds     | \$ |                  | \$        |
| Certificates       | \$ |                  | \$        |
| Insurance          | \$ |                  | \$        |
| Other              | \$ |                  | \$        |

**VEHICLES** - List all vehicles(s) that persons residing in the household own, lease, or drive.

| Driver or Owner | Year | Make | Model |
|-----------------|------|------|-------|
|                 |      |      |       |
|                 |      |      |       |
|                 |      |      |       |

Do you anticipate any major changes in income for the coming year? \_\_\_\_\_ If yes explain below:

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**EXPENSES - Monthly Household**

|                   |    |       |    |            |    |
|-------------------|----|-------|----|------------|----|
| House Payment     | \$ | Water | \$ | Electric   | \$ |
| Heating – Gas/Oil | \$ | Phone | \$ | T.V./Cable | \$ |

**MONTHLY MEDICAL EXPENSES**

| Persons Name | Relationship | Hospital | Doctor | Prescriptions |
|--------------|--------------|----------|--------|---------------|
|              |              | \$       | \$     | \$            |
|              |              | \$       | \$     | \$            |
|              |              | \$       | \$     | \$            |

**PERSONAL DEBTS**

| Person or Company | Purpose of Debt | Date Debt Incurred | Original Amount of Debt | Monthly Payment | Balance Remaining |
|-------------------|-----------------|--------------------|-------------------------|-----------------|-------------------|
|                   |                 |                    | \$                      | \$              | \$                |
|                   |                 |                    | \$                      | \$              | \$                |
|                   |                 |                    | \$                      | \$              | \$                |
|                   |                 |                    | \$                      | \$              | \$                |
|                   |                 |                    | \$                      | \$              | \$                |
|                   |                 |                    | \$                      | \$              | \$                |
|                   |                 |                    | \$                      | \$              | \$                |

Do you plan, intend, or expect to sell the property for which the Connection Charges Deferment is being sought in the next year? \_\_\_\_\_

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**Applicant's Certification**

I am (We are) unable to pay the water main and/or sanitary sewer Connection Charge(s) that are applicable to the above-described property and hereby make application for deferral in accordance with the City of Farmington Hills Policy to Defer Payment of Sanitary Sewer and Water Main Connection Charges for Properties Subject to Temporary Connection Agreements (the "Policy"). I (We), the undersigned applicant(s), acknowledge that I (we) have read, understand, and received a copy of the City of Farmington Hills above-referenced Policy," inclusive of the requirement of entering into and recording the promissory note and lien/mortgage against the above-described property to secure payment of the amount that I (we) acknowledge and agree is owed to the City under the Temporary Connection Agreement applicable to my (our) property. I (We) have read this application and fully understand the contents thereof. I (We) acknowledge that the terms used and parenthetically abbreviated and defined in the Policy are used in this Application with the same meaning and definition. I (we) declare that the statements made herein are complete, true, and correct to the best of my (our) knowledge. I (we) further understand that if any information contained herein is found to be false or incomplete, any deferment granted by this application may be forfeited and all amounts owed to the City shall become immediately due and owing. I (we) further understand that if this application is incomplete or I (we) fail to include all sources of income, this application will not be considered. I (we) conform to the attached income and asset guidelines.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Co-Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL**  
**June 24, 2024**

**SUBJECT: EXTENSION OF BID FOR FLEET VEHICLE OUTFITTING SERVICES FOR PUBLIC SAFETY**

**ADMINISTRATIVE SUMMARY**

- A solicitation for Fleet Vehicle Outfitting Services for Public Safety was advertised, publicly opened and read aloud by the County of Washtenaw. The contract was awarded to Canfield Equipment Services based on unit prices.
- The Farmington Hills Police Department has been using Oakland County for the upfitting of their vehicles. However, due to staffing and demand at Oakland County, the turnaround time for one (1) vehicle could be up to two (2) months to complete. There are currently 12 vehicles that need to be upfitted, with more to follow in the new fiscal year. There has been high demand for quality upfitting, and Oakland County has advised that they unable keep up with their own fleet needs. Canfield completes over 6,000 vehicles a year, including Michigan State Police, Detroit Police, Warren Police, Novi Police, and many other State and local municipalities. The average time to fully upfit a police vehicle from Canfield is approximately 2 weeks, and they can work on multiple vehicles at a time.
- Canfield also offers manufacture direct pricing on all equipment needed to build a patrol vehicle. They offer up to 30% off list pricing and stock many of the items that we would normally buy from a separate vendor at a higher rate. Not only would the City save money on the parts, but we would also not have to order, wait for delivery, and house the items separately.
- Canfield Equipment Services has extended their pricing with County of Washtenaw and are ready to outfit the City's vehicles. The County of Washtenaw and several other municipalities currently use Canfield Equipment Services and are happy with the service.
- Funding for this expense is budgeted in the Police Department and Fire Department Capital Automotive & Auto Equipment account.

**RECOMMENDATION**

In view of the above, it is recommended that City Council authorize the City Manager to issue a purchase order for Fleet Vehicle Outfitting Services for Public Safety with Canfield Equipment Services for the remainder of the Washtenaw County initial contract, thru September 30, 2025, as well as the option to extend for an additional one (1) year term.

Prepared by: Mark Kelley, Sergeant  
Reviewed by: Jason Olzsewski, Deputy Fire Chief  
Reviewed by: Nikki Lumpkin, Senior Buyer  
Reviewed by: Michelle Aranowski, Director of Central Services  
Reviewed by: Jeff King, Chief of Police  
Reviewed by: Jon Unruh, Fire Chief  
Approved by: Gary Mekjian, City Manager

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL****June 24, 2024****SUBJECT: EMERGENCY REPAIR OF BROKEN KITCHEN SANITARY LINE AT COSTICK CENTER****ADMINISTRATIVE SUMMARY:**

- The Costick Center kitchen is a bustling hub of daily activity, providing hundreds of thousands of Meals on Wheels, Congregate Meal Services and special events to our residents and guests.
- In the Costick Center kitchen, large cooking kettles drain down into the sanitary line via a grease trap. Approximately 10-15 feet downstream from the grease trap, the sanitary line has collapsed. In addition to the collapsed sanitary line, the grease trap itself has rotted out and needs to be replaced.
- The scope of the work is as follows:
  - Assist customer Engineering / Maintenance staff with shutdown of affected system.
  - Provide concrete breaking and removal to access broken sanitary piping near kitchen entrance and/or hallway near Shannon Hall.
  - Provide hand excavation and repair for broken sanitary piping.
    - Please note that because staff are unable to pinpoint the exact location and material required to complete repair, the proposal is based on an excavation accessible through a hole approximately 5'x 5'.
  - Provide backfill and concrete patching.
  - Clean empty contents of grease trap and dispose of in accordance with State Regulations.
  - Remove and replace grease trap strainer and internals.
  - Assist customer Engineering / Maintenance staff with restoring system to operation.
  - Upon completion, check for proper operation.
  - All work to be completed in accordance with current State of Michigan Plumbing Code.
- The total cost of the plumbing replacement is estimated to be \$17,170.00. This assumes that the existing piping and system components are installed correctly and meet current code requirements. It is also assumed that piping and system components are in good, working condition. Any additional work required to bring these up to code would be considered an extra and is not included in this proposal. This does include backfill and concrete patching.
- The City's current vendor for plumbing repairs is unable to perform this type of service.
- Funding for the replacement will be from the Special Services Administration Maintenance & Repair Fund.
- In accordance with the purchasing guidelines, all emergency purchases exceeding the \$10,000 formal bid amount are reported to City Council.

**RECOMMENDATION:**

It is therefore recommended that the City Council authorize payment to Guardian Plumbing, for emergency repairs of the broken sanitary line and grease trap issue at the Costick Center, in the amount of \$20,000 (\$17,170 plus an estimated \$2,830 for additional replacement costs which will not be known until the broken sanitary pipe is excavated).

**Prepared by:** Brian Moran, Deputy Director of Special Services

**Reviewed by:** Nikki Lumpkin, Senior Buyer, Central Services  
Michelle Aranowski, Director of Central Services

**Reviewed by:** Ellen Schnackel, Director of Special Services

**Approved by:** Gary Mekjian, City Manager



**INTEROFFICE CORRESPONDENCE**

To: Gary Mekjian, City Manager  
From: Ellen Schnackel, Director of Special Services  
Subject: Consideration of Employment for Alexandria Lincourt  
Date: June 24, 2024

In compliance with the City Charter Article X, Section 10.01 A, we are requesting from the City Council approval to consider for employment the following individual: Alexandria Lincourt, who is related to employees of the City, Olivia and Kendra Lincourt, who work for Summer Day Camps for Special Services.

The Department of Special Services has followed all City policies and procedures in establishing an eligibility list of qualified candidates. This includes advertising in the local newspapers, posting on websites and on social media, distribution of job announcements at Farmington Public Schools and Oakland County Community College. A thorough investigation of the applicant's credentials and a personal interview were conducted. Providing applicants are equally qualified, residents receive preference for employment opportunities.

Occasionally we have some difficulty finding qualified applicants for part-time positions because they may require certain qualifications or specialized training/certification and the work hours typically include nights and/or weekends. Therefore, in view of meeting the established criteria and being the most qualified applicant, the Department of Special Services respectfully requests the City Council's approval of Alexandria Lincourt.

Name: Alexandria Lincourt

Position Applied For: Camp Instructor

Number of Employees Needed in this Position: 30

Date Position Posted: 2/9/2024

Open Until: Filled

Number of Applicants for this position: 45

Number of Applicants Interviewed: 30

Salary: \$13.00/hr

Relationship: Alexandria Lincourt is the sister of Olivia and daughter of Kendra who are employed in Special Services.

Justification: Alexandria Lincourt is the most qualified applicant and is available to begin work immediately.

Prepared by: Hannah Meli, Recreation Specialist

Authorized by: Ellen Schnackel, Director of Special Services

Approved by: Gary Mekjian, City Manager





**INTEROFFICE CORRESPONDENCE**

To: Gary Mekjian, City Manager  
From: Ellen Schnackel, Director of Special Services  
Subject: Consideration of Employment for Brooks Daniel  
Date: June 24, 2024

In compliance with the City Charter Article X, Section 10.01 A, we are requesting from the City Council approval to consider for employment the following individual: Brooks Daniel, who is related to an employee of the City, Rowland Daniel, who is a Seasonal Parks Laborer for Special Services.

The Department of Special Services has followed all City policies and procedures in establishing an eligibility list of qualified candidates. This includes advertising in the local newspapers, posting on websites and on social media, distribution of job announcements at Farmington Public Schools and Oakland County Community College. A thorough investigation of the applicant's credentials and a personal interview were conducted. Providing applicants are equally qualified, residents receive preference for employment opportunities.

Occasionally we have some difficulty finding qualified applicants for part-time positions because they may require certain qualifications or specialized training/certification and the work hours typically include nights and/or weekends. Therefore, in view of meeting the established criteria and being the most qualified applicant, the Department of Special Services respectfully requests the City Council's approval of Brooks Daniels.

Name: Brooks Daniels  
Position Applied For: Seasonal Parks Laborer  
Number of Employees Needed in this Position: 2  
Date Position Posted: 6/22/2023                      Open Until: Filled  
Number of Applicants for this position: 2                      Number of Applicants Interviewed: 2  
Salary: \$13.50/hr  
Relationship: Brooks Daniel is the cousin of Rowland Daniel who is employed in the Parks Division of Special Services  
Justification: Brook Daniel is the most qualified applicant and is available to begin work immediately.

Prepared by: April Heier, Parks Supervisor  
Authorized by: Ellen Schnackel, Director of Special Services  
Approved by: Gary Mekjian, City Manager

MINUTES  
CITY OF FARMINGTON HILLS  
FARMINGTON HILLS CITY COUNCIL  
CITY HALL – COMMUNITY ROOM  
JUNE 10, 2024 – 6:15PM

The study session meeting of the Farmington Hills City Council was called to order by Mayor Rich at 6:16pm.

Council Members Present: Aldred, Boleware, Bridges, Bruce, Dwyer, Knol, and Rich

Council Members Absent: None

Others Present: City Manager Mekjian, City Clerk Lindahl, Assistant City Manager Mondora, Director Harvey and Schnackel and Skrobola and City Attorney Joppich

**DISCUSSION ON MULTICULTURAL MULTIRACIAL COMMUNITY COUNCIL STRATEGY**

City Manager Mekjian led this discussion item. Tom Shurtleff, Chair of MCMR, was also present.

City Council discussed MCMR during its January 2024 goal session with a priority “B”. Last spring City Council made the decision to hold back funding until a discussion could be held relative to reconstituting MCMR into an official City committee/commission. MCMR was created in the 1990s.

City Manager Mekjian researched other communities in the state to understand similar efforts, and presented a draft Committee Mission, Vision, and Objectives statement as a springboard for discussion.

**Discussion focused on:**

- **MCMR Mission:** It is difficult to understand what the current mission of MCMR is, what value it can provide to Farmington Hills and Farmington, the School District, and the Library. It is also unclear as to who the voting members are.
- **Broad coalition of sub-communities or 11- or 13-member joint City Committee?** Originally MCMR reflected a broad coalition of sub-communities, with well-attended community breakfasts 4-5 times per year, and multiple ongoing separate activities. MCMR intentionally was independent of any municipal oversight, and was (and is) *by all and for all*.

If MCMR changes to a smaller, more traditionally organized committee, who would constitute membership? City of Farmington is very interested in participating. Would someone from the Library sit on the committee? Someone from the schools? The school representative could be someone from the Superintendent’s office, for instance. Could such a small group bring together the diversity of the community it represents?

- **Historical perspective and current-day experience:**
  - Bylaws define 24 “seats” on MCMR, including members from the Cities and the School Districts. There are 9 ad hoc seats that can be filled by community organizations including the Library, faith community, etc. There is a process for bringing prospective members forward.
  - Farmington Area Interfaith Association is still active with MCMR. The Interfaith Association is also a non-chartered, non-corporate entity.
  - There are about 20 currently active MCMR participants, with no current youth involvement.

- Tom Shurtleff is still in contact with Karen Bolson, who was chair and co-chair of MCMR in the 1990s forward. At that time there was a resonance and energy in the community for community-building that has been lost, perhaps only temporarily.
- MCMR was active during Councilmember Dwyer's tenure as Chief of Police; he remembered it as being very successful on several levels, and he participated in its meetings. MCMR was effective because it brought together so many groups to the same table; Dwyer did not support reducing its size to 11-13 members.

**Discussion included:**

- Council could support the idea of an official MCMR committee/commission. There is a need for this organization, in light of all is going on in the City and broader community. MCMR has historically been an established force for good.
- Organizations that are too large and undefined over time become unwieldy, and can lose their way.
- If the City is going to contribute to MCMR, it does need to have some say in its mission and accountability.
- Boleware had reached out to Karen Bolson some time ago and received an extensive email regarding the formation of MCMR. She will forward that email to City Manager Mekjian, who can distribute it to Council.
- It remains an open-ended question as to whether MCMR should be officially affiliated with the City, or remain an independent organization.
- Council expressed a desire to continue this conversation. Karen Bolson should be invited to attend a study session to give perspective on MCMR's early days and purpose, and Council expressed interest in Tom Shurtleff returning for further discussion.
- City Manager Mekjian will continue to research best practices across municipalities.

**DISCUSSION ON PANHANDLING SIGNS PROGRAM**

City Manager Mekjian led discussion on this item. Referencing his June 10, 2024 memorandum, Mekjian explained that the City was looking for ways to respond humanely and constitutionally to organized groups of panhandlers at city locations. Panhandling is a constitutional right under free speech.

**Discussion included:**

- **Practices in other cities:** Some other cities, including Scottsdale AZ and others, have instituted a sign program in an attempt to discourage people from giving money to panhandlers. The signs are placed in locations where panhandlers gather, and encourage people to donate their money to local charities and non-profit organizations for the homeless. The back of the signs also provides a list of organizations and phone numbers for individuals in need of food, clothing, and shelter.
- **Suggested for Farmington Hills:** A similar sign program is being suggested for Farmington Hills. The signs would be temporary enough that they could be moved from location to location, and could be placed where panhandlers gather, based on observation and complaints. The list of helping organizations and phone numbers could also be utilized using a QR code.

This initiative could show the City's efforts to address this problem as a City, without being demeaning or restrictive to panhandlers.

Consensus of Council appeared to support this initiative.

**DISCUSSION ON AMENDMENTS TO THE RULES OF CITY COUNCIL AND GUIDELINES OF CONDUCT**

City Attorney Joppich led discussion on proposed amendments to the Rules of City Council and Guidelines of Conduct.

**A. Regular and Special Meetings**

**A.1. Regular Meetings**

**A.2. Special Meetings**

Amended language provides greater flexibility relative to scheduling and cancelling City Council regular and special meetings, including cancellation during adverse weather events, maneuvering around holidays and summer schedules, and scheduling a study session in lieu of a regular meeting. All changes meet the requirements of the Open Meetings Act.

After discussion and with suggested clarifying edits, the amended language in A.1 and A.2 was supported for inclusion on a future City Council agenda.

**E. Citizen Participation**

**E.3. Persons addressing the Council/Attending Meetings, sub. pars. E. and I.**

Amended language addresses adjustments to public participation at meetings, related to meeting disruptions, use of microphones and speakers, and amplification systems, including bullhorns. Amended language also provides language that has been upheld in the courts relative to obscene, defamatory or similar disruptive language that substantially interrupts, delays, or disturbs the peace, or constitutes a threat to an individual or individuals.

It was noted that during a disruption, the Mayor or Mayor Pro-Tem can recess the meeting, which will silence all mikes and official visual recordings.

It was noted that when the corridor is officially made a part of the meeting space in order to accommodate an overflow crowd, the same rules will apply in the corridor that apply in Council Chamber.

After further discussion including clarifying edits, the amended language in E.3. as discussed this evening was supported for inclusion on a future City Council agenda.

**City of Farmington Hills Guidelines of Conduct**

**D. Resolutions and Proclamations involving Community Relations and Other Matters**

New draft language addresses and limits when resolutions and proclamations can be issued. This section represents City policy.

**Discussion included:**

- Council offered suggested edits and changes to clarify the language.
- Councilmember Boleware thought that the amended language had no clear outcome, and could encourage negative outcomes. There was policy in place currently that basically said the same thing as this language. When a group of people wanted to disrupt, the amended language was not going to change that, and could encourage it.

The new language under Guidelines for Conduct, D., did not yet have consensus approval.

**ADJOURNMENT**

The study session meeting adjourned at 7:23pm.

Respectfully submitted,

Carly Lindahl, City Clerk

MINUTES  
CITY OF FARMINGTON HILLS  
CITY COUNCIL MEETING  
CITY HALL – COUNCIL CHAMBER  
JUNE 10, 2024 – 7:30 PM

The regular session meeting of the Farmington Hills City Council was called to order by Mayor Rich at 7:33pm.

Council Members Present: Aldred, Boleware, Bridges, Bruce, Dwyer, Knol and Rich

Council Members Absent: None

Others Present: City Manager Mekjian; City Clerk Lindahl; Assistant City Manager Mondora; Directors Aranowski, Kettler-Schmult, Rushlow, Schnackel, and Skrobola, Police Chief King, Fire Chief Unruh and City Attorney Joppich

**PLEDGE OF ALLEGIANCE**

Samuel Koeppe and Lindsay Janoch, Cultural Arts Department, led the pledge of allegiance.

Mayor Rich offered introductory comments:

- The City of Farmington Hills prides itself on being a diverse and inclusive community that values empathy, understanding, and well-being of our residents. We welcome civic engagement from our community members, and your attendance this evening will exemplify our commitment to voices being heard. Over the past several months, this Council has supported free speech and has offered a safe space for diverse voices from this community and across Metro Detroit, and that will never change.
- In alignment with other city boards and commissions, City Council has adopted a resolution modifying its rules and guidelines under which it operates and conducts City Council meetings. These changes were voted in some weeks ago and take effect at this evening's meeting. They include the following:
  - The public comment has been amended to allow each speaker three minutes to share their input on any issue affecting this community, and anyone wishing to speak during public comment or during a public hearing must complete a public participation registration form, or “blue card.” Blue cards are located in the back of chambers and must be filled out and submitted to the City Clerk prior to speaking at the podium. The Mayor must have a blue card in order to recognize each speaker.
  - Regarding signs, members of the public in City Council chambers will not be allowed to hold, display, or place any signs, posters, or flags in the City Council chambers. However, members of the public may hold signs, posters, and flags in the corridor outside the City Council chambers during evening meetings of City Council taking place in this City Council chambers, as long as those signs are placed along the glass window facing inward toward the Council chambers, they're motionless, they're handheld, not on a pole, and they do not block the view of another member of the public.
- Should more people want to attend a meeting than chambers is able to safely hold per fire safety regulations, the hallway and corridor outside Council chambers will be considered to be a part of the City Council chamber room, with televisions transmitting the meeting to the area.
- The full amended rules and guidelines are available on the City Council page of the city website, at fhgov.com.

**APPROVAL OF REGULAR SESSION MEETING AGENDA**

MOTION by Knol, support by Boleware, to approve the agenda as published.

MOTION CARRIED 7-0.

**PROCLAMATION RECOGNIZING JUNE 2024 AS LGBTQ PRIDE MONTH**

The following proclamation was ready by Councilmember Bruce and accepted by Sam Koeppel of Cultural Arts:

PROCLAMATION  
LGBTQ Pride Month  
June 2024

- WHEREAS,** the struggle for dignity and equality for lesbian, gay, bisexual, transgender, and questioning (LGBTQ) people is reflected in the tireless dedication of advocates and allies who strive for a more inclusive society; and,
- WHEREAS,** June is declared as Pride Month to commemorate the June 1969 Stonewall Uprising in Lower Manhattan targeting LGBTQ patrons and other marginalized people, in violation of their civil rights, leading to the birth of the Gay Rights Movement; and,
- WHEREAS,** LGBTQ Americans, including our neighbors, coworkers, friends and family members, face discrimination simply for being who they are and there remains much work to do to extend the promise of our country to every person; and,
- WHEREAS,** the landmark Supreme Court decision of 2015 guaranteeing marriage equality in all 50 States was a historic victory for LGBTQ Americans which affirmed the belief that everyone deserves to be treated as equals; and,
- WHEREAS,** in 2015, the City of Farmington Hills enacted a Human Rights Ordinance stating the City's intent that no person be denied equal protection of the laws, nor shall any person be denied the enjoyment of his or her civil or political rights or be discriminated against because of actual or perceived race, color, religion, national origin, sex, age, height, weight, condition of pregnancy, marital status, physical or mental limitation, source of income, family status, sexual orientation or gender identity; and,
- WHEREAS,** the City's Special Services Department Cultural Arts Division hosted multiple inclusive events earlier this month, in celebration of LGBTQ community members and their contributions to the arts.

**NOW, THEREFORE, BE IT RESOLVED** that I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, does hereby proclaim June 2024 as **LGBTQ Pride Month** in Farmington Hills, and encourage our community to eliminate prejudice wherever it exists and to celebrate our great diversity by taking part in community events throughout June that focus on and celebrate our LGBTQ neighbors.

**PROCLAMATION RECOGNIZING JUNE 19, 2024 AS JUNETEENTH**

The following proclamation was ready by Councilmember Boleware and accepted by LaToya Harvey, DEI Director:

PROCLAMATION  
Juneteenth Celebration  
June 19, 2024

- WHEREAS,** the City of Farmington Hills formally acknowledges Juneteenth as a holiday marking the end of slavery in the United States; and,
- WHEREAS,** the City of Farmington Hills commemorates the word of emancipation finally reaching a group of enslaved Africans in Galveston, Texas on June 19, 1865, more than two and a half years after President Abraham Lincoln issued the Emancipation Proclamation, stating that “all persons held as slaves” within the rebellious states “are, and henceforth shall be free;” and,
- WHEREAS,** following his statement, June 19—Juneteenth—became the emancipation date of those long suffering for freedom; and,
- WHEREAS,** since then, as the oldest known celebration commemorating the end of slavery in America, the tradition of celebrating Juneteenth has remained strong, well into the 21<sup>st</sup> century, recognizing the triumph of the human spirit over the cruelty of slavery and honoring the strength, endurance, and faith of African American ancestors; and,
- WHEREAS,** on June 17, 2021, President Joseph R. Biden, Jr. signed into law Senate Bill 475 making Juneteenth a federal holiday; and,
- WHEREAS,** Juneteenth is a day of reflection, renewal and pride, as families and community members gather to celebrate the African American experience, and to measure and appreciate the great progress and significant contributions made by African Americans in our society; and,
- WHEREAS,** worldwide celebrations of Juneteenth are designed to acknowledge and honor history while looking toward the future with a renewed commitment to building coalitions, offering needed support, and praying for peace and liberty for all; and,
- WHEREAS,** the City of Farmington Hills Special Services Department Cultural Arts Division will host a free concert at 6 p.m. on June 19 at The Hawk Theatre for the community to come together in celebration of Juneteenth.

**NOW, THEREFORE, BE IT RESOLVED,** that I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim June 19, 2024, as **Juneteenth** in Farmington Hills. We encourage all community members to attend the City’s free Juneteenth celebration concert and urge the community to celebrate African American history and culture, while continuing to promote diversity, equality, and a strong sense of belonging in Farmington hills.

**ANNOUNCEMENTS/PRESENTATIONS FROM CITY BOARDS, COMMISSIONS AND PUBLIC OFFICIALS**

There were no announcements or presentations.

**CORRESPONDENCE**

The following correspondence was acknowledged:

- Email from Tom DeWard regarding the road millage

**CONSENT AGENDA**

MOTION by Bruce, support by Boleware, to approve the consent agenda items 11 through 26 and 29, as read.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

MOTION by Bruce, support by Knol, to approve the consent agenda item 27, as read.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: DWYER

MOTION CARRIED 6-0-0-1.

MOTION by Bruce, support by Knol, to approve the consent agenda item 28, as read.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: BRIDGES

MOTION CARRIED 6-0-0-1.

MOTION by Knol, support by Boleware, to approve the consent agenda item 30, as read.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: BRUCE

MOTION CARRIED 6-0-0-1.

**COUNCIL MEMBERS' COMMENTS AND ANNOUNCEMENTS**

Councilmember Aldred made the following statement:

“Given the amount of public comment in recent meetings on the conflict in Gaza, I believe it's necessary and I would like to give some further response.

“It's been widely acknowledged that Farmington Hills City Council has no direct responsibility or authority over the actions of the State of Israel or Hamas. Any statement or action by this council would be in recognition of the effect of the conflict on the residents of this city or would be a political statement calling for action outside of our direct responsibility. The proposed proclamation that was removed from the agenda on the May 13th City Council meeting was a goodwill attempt at the former, expressing concern for all members of the community on all sides of the issues and even recognizing those in the community who do not wish City Council to opine on this matter at all. I acknowledge the genuine attempt by members of Council, including the Mayor, to find language that would help assuage the strong feelings in the community and promote peace.

“We have heard many deeply felt public comments, some of which born from personal loss and tragedy, heart-rending stories of death and disfigurement. Pursuing peace, if at all possible, is the noble and right thing to do. However, the proclamation also contains specific references to matters which are central to ongoing negotiations and which many nations, including the U.S. State Department, are actively involved.

“I was also disturbed, even alarmed, that the proclamation was widely described and perceived as a ceasefire proclamation, which it certainly wasn't. There have also been public comments of a more political nature. The unwillingness of Council to respond has meant that we have seemingly, in the eyes of some, to have become the enemy and an enemy to be punished. In my view, the world already has more than enough enemies and we do not need to create more.

“I believe that it is unnecessary for this City Council to comment on matters of foreign policy or diplomacy. This is the policy for this Council passed by resolution in 2005 and which I fully support in order to remain focused on matters for which we are responsible and have authority. This brings me to a subject which has been the repeated topic of complaint.

“The 2022 proclamation by the City Council in response to Russia's invasion of Ukraine. How can you not do this for Gaza when you did this for Ukraine? Although the wording for Ukraine may not strictly violate the policy, I have a problem with it.

“To say that this city, “stands with the sovereign nation of Ukraine” is a political statement which opens the door to exactly the political pressure to comment on international affairs that we are now experiencing. With the greatest respect to those who were on Council at the time, I believe the Ukraine proclamation was a mistake. Not based on the rights and wrongs of the situation, but as a precedent.

“The response should not be to issue more proclamations expressing views or solidarity with foreign nations or peoples, but to further clarify the use of proclamations and resolutions. A proclamation, if used at all, should be to celebrate achievements or accomplishments by individuals or groups in this community. It should not be political, and it should not be controversial.

“I welcome the discussion by Council, even as we began tonight in this evening's study session, to clarify the use of proclamations and resolutions, to remove any ambiguity, and to make it crystal clear.”

**CITY MANAGER UPDATE**

City Manager Mekjian provided the following update:

- **Comments received re installation of SiFi infrastructure:** Many comments have been made revolving around lack of communication with staff and with residents, and staff has firmly and repeatedly addressed this issue with SiFi. The new city-wide infrastructure requires cabinets, pedestals, etc., to be located at ground level typically at property lines while remaining in the public rights-of-way. Anyone with concerns should contact the Department of Public Works or the City Manager's office.
- **Waste hauling contract:** GFL has sold their residential customers to Priority Waste. City Council will be taking up business as it relates to transferring the GFL contract to Priority Waste.
- **Urban Deer Management:** Brian Farmer, Special Services Department, participated as the Southeast Michigan representative in the completion of the Michigan Deer Management Initiative final report and will be attending the Natural Resource Commission meeting in Lansing on June 13th and speaking during public comment.

### **PUBLIC HEARING**

#### **PUBLIC HEARING AND CONSIDERATION OF ADOPTION OF THE 2024/2025 FISCAL YEAR BUDGET AND 2024 PROPERTY TAX MILLAGE RATES. CMR 6-24-46**

Thomas Skrobola, Director of Finance, provided a brief overview of the budget for FY 2024/25 and 2024 property millage rates, as discussed in detail at the May 15 and 16 budget study session meetings.

Mayor Rich opened the public hearing.

Pam Gerald, resident, commented on tree branches that extend into the right-of-way and over corners, making it difficult for drivers to see traffic at intersections.

In response, City Manager Mekjian said that the City was responsible for cutting back branches that impaired sight distances at City road intersections. Anyone who notices an issue should call DPW or the City Manager's office. If the road is a state or county road, staff would communicate concerns with those agencies.

Mayor Rich closed the public hearing.

#### **Council discussion and action:**

- Council thanked Director Skrobola for his stewardship of the City's finances.
- Council noted needs addressed in the budget, including staffing, that will add costs, and asked that where possible efforts should focus on reducing the gap between revenue and expenditures.
- For the benefit of the public present, Council noted the hours spent in public meetings going over and adding input to the budget and giving appropriate direction.

MOTION by Boleware, support by Bruce, that the City Council of Farmington Hills hereby approves the attached resolution adopting the Fiscal Year 2024/25 City Budget and 2024 City Property Tax Millage Rates.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

**BUDGET RESOLUTION FY 24-25**

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**BUDGET RESOLUTION FY 24-25**

WHEREAS, the appropriate City Officers have submitted to the City Manager an itemized estimate of expenditures for FY 2023/24 for the respective departments and/or activities under his/her direction; and,

WHEREAS, the City Manager has prepared a complete itemized budget proposal for FY 2024/25 including the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds and the Component Units, and has submitted the same to the City Council pursuant to Article VI of the City Charter; and,

WHEREAS, a Public Hearing was held on the combined budgets for FY 2024/25 on June 10, 2024 and the property tax millage rate to be levied to support the FY 2024/25 budget; and,

WHEREAS, an appropriate public notice was published on June 3, 2024, notifying citizens of the Public Hearing on the proposed FY 2024/25 Budget and the proposed property tax levy to support these budgets and the City Council's intention to adopt the budgets and establish the property tax rates on June 10, 2024 after the Public Hearing; and,

WHEREAS, all necessary proceedings have been taken by the City of Farmington Hills, Oakland County, Michigan, for the adoption of its Budget for the FY 2024/25;

THEREFORE, be it resolved by the City Council as follows:

- 1) That the City Council for the City of Farmington Hills hereby adopts the General Fund Budget for FY 2024/25 in the aggregate amount of \$84,026,577 for expenditures and transfers-out funded by \$78,565,098 in revenues and transfers-in.
- 2) That the City Council for the City of Farmington Hills hereby appropriates the sum of \$84,026,577 in expenditures and transfers-out for FY 2024/25 for General Fund purposes on a departmental and activity total basis as follows:

| <u>Expenditures + Transfers Out</u>       |                     |
|-------------------------------------------|---------------------|
| Boards & Commissions                      | \$3,395,868         |
| General Government                        | \$16,434,554        |
| Public Safety                             | \$28,833,648        |
| Planning & Community Development          | \$2,193,893         |
| Public Services                           | \$8,945,235         |
| Special Services                          | \$14,949,593        |
| Operating Transfers Out                   | \$9,273,787         |
| <b>Total Expenditures + Transfers-out</b> | <b>\$84,026,578</b> |

- 3) That the City of Farmington Hills shall levy 5.2723 mills ad valorem tax on the Taxable Value of all Real and Personal Property subject to taxation in the City of Farmington Hills for the FY 2024/25 for general operating purposes.

- 4) That the City of Farmington Hills shall levy 0.5866 mills ad valorem tax on the Taxable Value of all Real and Personal Property subject to taxation in the City of Farmington Hills for the FY 2024/25 for general debt service requirements (all 0.5866 mills are from within the City Charter Limit) and to adopt the 2024/2025 Debt Service Fund Budgets schedule as attached below.

- 5) That the City of Farmington Hills shall levy 2.4175 mills ad valorem tax on the Taxable Value of all Real and Personal Property subject to taxation in the City of Farmington Hills for the FY 2024/25 for Capital Improvements of which 0.4530 mills will be dedicated to Parks Development as approved by the electorate in August 2018 and to adopt the 2024/25 Capital Improvement Fund Budget and Parks & Recreation Capital Development Funds Budget as attached below.

- 6) That the City of Farmington Hills shall levy 3.0281 mills ad valorem (as approved by the electorate in November 2015 and November 2021) on the taxable value of all real and personal property subject to taxation in the City of Farmington Hills for the FY 2024/25 for the purposes of public safety.

- 7) That the City of Farmington Hills shall levy 0.6452 mills ad valorem tax on the Taxable Value of all Real and Personal Property subject to taxation in the City of Farmington Hills for the FY 2024/25 for refuse removal and disposal.



**BUDGET RESOLUTION FY 24-25**

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8) That the City of Farmington Hills shall levy 0.0110 mills ad valorem tax on the Taxable Value of all Real and Personal Property subject to taxation in the City of Farmington Hills for the FY 2024/25 for economic development and public information.

9) That the City of Farmington Hills shall levy 4.4632 mills ad valorem tax on the Taxable Value of all Real and Personal Property subject to taxation in the City of Farmington Hills for the FY 2024/25 for the City's local match to Major Road grant funded projects as well as preventative maintenance treatments on both Major and Local Roads.

10) That the City of Farmington Hills shall levy a total of 16.4240 mills ad valorem on the taxable value of all real and personal property subject to taxation in the City of Farmington Hills for FY 2024/25.

11) That the City of Farmington Hills estimates General Fund Revenues and transfers-in for the FY 2024/25 to total \$78,565,098 as follows:

| <u>Revenues</u>                     |                     |
|-------------------------------------|---------------------|
| Property Taxes                      | \$40,612,943        |
| Business Licenses & Permits         | \$25,573            |
| Other Licenses & Permits            | \$1,856,095         |
| Grants                              | \$439,367           |
| State Shared Revenue                | \$10,644,878        |
| Fees                                | \$7,617,883         |
| Sales                               | \$491,886           |
| Fines & Forfeitures                 | \$1,626,525         |
| Interest Earnings                   | \$1,273,271         |
| Recreation User Charges             | \$10,412,673        |
| Other Revenue                       | \$2,247,155         |
| Operating Transfers In              | \$1,316,850         |
| <b>Total Revenue + Transfers-in</b> | <b>\$78,565,098</b> |



**BUDGET RESOLUTION FY 24-25**  
**SPECIAL REVENUE FUNDS**

12) That the City of Farmington Hills adopts the Special Revenue Funds Budgets for the FY 2024/25 as follows:

|                                                             | Total<br>Infrastructure<br>Funds | Total<br>Recreation<br>Funds | Total<br>Public<br>Safety<br>Funds | Total<br>Grant<br>Funds | Total<br>Special<br>Revenue<br>Funds |
|-------------------------------------------------------------|----------------------------------|------------------------------|------------------------------------|-------------------------|--------------------------------------|
| <b>FUND BALANCE AT JULY 1, 2024</b>                         | <b>\$11,016,018</b>              | <b>\$331,921</b>             | <b>\$4,484,563</b>                 | <b>\$0</b>              | <b>\$15,832,503</b>                  |
| <b>REVENUES</b>                                             |                                  |                              |                                    |                         |                                      |
| Property Taxes                                              | 20,058,423                       | 2,035,039                    | 13,551,277                         | 0                       | \$35,644,738                         |
| Intergovernmental                                           | 11,406,990                       | 340,250                      | 200,513                            | 1,127,642               | \$13,075,394                         |
| Interest Income                                             | 362,885                          | 66,812                       | 77,368                             | 1,050                   | \$508,114                            |
| Miscellaneous                                               | 0                                | 212,692                      | 0                                  | 90,083                  | \$302,775                            |
| <b>Total Revenues</b>                                       | <b>31,828,297</b>                | <b>2,654,792</b>             | <b>13,829,157</b>                  | <b>1,218,774</b>        | <b>49,531,021</b>                    |
| <b>EXPENDITURES</b>                                         |                                  |                              |                                    |                         |                                      |
| Highways & Streets                                          | 32,520,153                       | 0                            | 0                                  | 0                       | \$32,520,153                         |
| Public Safety                                               | 0                                | 0                            | 12,243,471                         | 0                       | \$12,243,471                         |
| Appointed Council                                           | 0                                | 0                            | 0                                  | 671,825                 | \$671,825                            |
| Contractual Services                                        | 0                                | 0                            | 0                                  | 93,900                  | \$93,900                             |
| Debt Service - Principal                                    | 755,000                          | 0                            | 0                                  | 0                       | \$755,000                            |
| Debt Service - Interest                                     | 90,388                           | 0                            | 0                                  | 0                       | \$90,388                             |
| Land, Capital Improvements & Other                          | 128,100                          | 1,593,665                    | 1,167,975                          | 453,050                 | \$3,342,790                          |
| <b>Total Expenditures</b>                                   | <b>33,493,641</b>                | <b>1,593,665</b>             | <b>13,411,446</b>                  | <b>1,218,775</b>        | <b>49,717,527</b>                    |
| Revenues over/(under)                                       |                                  |                              |                                    |                         |                                      |
| Expenditures                                                | (1,665,344)                      | 1,061,127                    | 417,711                            | (0)                     | (\$186,506)                          |
| <b>OTHER FINANCING SOURCES AND USES</b>                     |                                  |                              |                                    |                         |                                      |
| Transfers In                                                | 21,700,000                       | 68,951                       | 0                                  | 0                       | \$21,768,951                         |
| Transfers Out                                               | (21,700,000)                     | (1,307,850)                  | 0                                  | 0                       | (\$23,007,850)                       |
| <b>Total</b>                                                | <b>0</b>                         | <b>(1,238,899)</b>           | <b>0</b>                           | <b>0</b>                | <b>(1,238,899)</b>                   |
| Excess Revenues and Other<br>Financing Sources over/(under) |                                  |                              |                                    |                         |                                      |
| Expenditures and Other Uses                                 | (1,665,344)                      | (177,772)                    | 417,711                            | (0)                     | (1,425,405)                          |
| <b>FUND BALANCE AT JUNE 30, 2025</b>                        | <b>\$9,350,673</b>               | <b>\$154,150</b>             | <b>\$4,902,273</b>                 | <b>\$0</b>              | <b>\$14,407,097</b>                  |
| <b>Percentage Change in Fund Balance</b>                    | <b>-15.12%</b>                   | <b>-53.56%</b>               | <b>9.31%</b>                       | <b>-8.93%</b>           | <b>-9.00%</b>                        |

**BUDGET RESOLUTION FY 24-25**  
**SPECIAL REVENUE FUNDS - INFRASTRUCTURE FUNDS**

|                                                                                            | Municipal<br>Street<br>Fund #201 | Major<br>Roads<br>Fund #202 | Local<br>Roads<br>Fund #203 | Total<br>Infrastructure<br>Funds |
|--------------------------------------------------------------------------------------------|----------------------------------|-----------------------------|-----------------------------|----------------------------------|
| <b>FUND BALANCE AT JULY 1, 2024</b>                                                        | <b>\$1,981,704</b>               | <b>\$8,389,395</b>          | <b>\$644,920</b>            | <b>\$11,016,018</b>              |
| <b>REVENUES</b>                                                                            |                                  |                             |                             |                                  |
| Property Taxes                                                                             | 20,058,423                       | 0                           | 0                           | 20,058,423                       |
| Intergovernmental                                                                          | 218,242                          | 8,194,167                   | 2,994,581                   | 11,406,990                       |
| Interest Income                                                                            | 21,218                           | 266,667                     | 75,000                      | 362,885                          |
| Special Assessments                                                                        | 0                                | 0                           | 0                           | 0                                |
| Miscellaneous                                                                              | 0                                | 0                           | 0                           | 0                                |
| <b>Total Revenues</b>                                                                      | <b>20,297,882</b>                | <b>8,460,834</b>            | <b>3,069,581</b>            | <b>31,828,297</b>                |
| <b>EXPENDITURES</b>                                                                        |                                  |                             |                             |                                  |
| Highways & Streets                                                                         | 0                                | 14,348,888                  | 18,171,265                  | 32,520,153                       |
| Debt Service - Principal                                                                   | 0                                | 0                           | 755,000                     | 755,000                          |
| Debt Service - Interest                                                                    | 0                                | 0                           | 90,388                      | 90,388                           |
| Other                                                                                      | 0                                | 90,500                      | 37,600                      | 128,100                          |
| <b>Total Expenditures</b>                                                                  | <b>0</b>                         | <b>14,439,388</b>           | <b>19,054,253</b>           | <b>33,493,641</b>                |
| Revenues over/(under)<br>Expenditures                                                      | 20,297,882                       | (5,978,554)                 | (15,984,672)                | (1,665,344)                      |
| <b>OTHER FINANCING<br/>SOURCES AND USES</b>                                                |                                  |                             |                             |                                  |
| Bond Proceeds                                                                              | 0                                | 0                           | 0                           | 0                                |
| Transfers In                                                                               | 0                                | 5,800,000                   | 15,900,000                  | 21,700,000                       |
| Transfers Out                                                                              | (19,700,000)                     | (2,000,000)                 | 0                           | (21,700,000)                     |
|                                                                                            | (19,700,000)                     | 3,800,000                   | 15,900,000                  | 0                                |
| Excess Revenues and Other<br>Financing Sources over/(under)<br>Expenditures and Other Uses | 597,882                          | (2,178,554)                 | (84,672)                    | (1,665,344)                      |
| <b>FUND BALANCE AT JUNE 30, 2025</b>                                                       | <b>\$2,579,586</b>               | <b>\$6,210,840</b>          | <b>\$560,248</b>            | <b>\$9,350,674</b>               |
| <b>Percentage Change in Fund Balance</b>                                                   | <b>30.17%</b>                    | <b>-25.97%</b>              | <b>-13.13%</b>              | <b>-15.12%</b>                   |

**BUDGET RESOLUTION FY 24-25**  
**SPECIAL REVENUE FUNDS - RECREATION FUNDS**

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|                                                                                            | Nutrition<br>Fund #281 | Parks &<br>Recreation<br>Millage<br>Fund #410 | Total<br>Recreation<br>Funds |
|--------------------------------------------------------------------------------------------|------------------------|-----------------------------------------------|------------------------------|
| <b>FUND BALANCE AT JULY 1, 2024</b>                                                        | <b>\$0</b>             | <b>\$331,921</b>                              | <b>\$331,921</b>             |
| <b>REVENUES</b>                                                                            |                        |                                               |                              |
| Property Taxes                                                                             | 0                      | 2,035,039                                     | 2,035,039                    |
| Intergovernmental                                                                          | 286,722                | 53,528                                        | 340,250                      |
| Interest Income                                                                            | 5,000                  | 61,812                                        | 66,812                       |
| Miscellaneous                                                                              | 152,692                | 60,000                                        | 212,692                      |
| <b>Total Revenues</b>                                                                      | <b>444,414</b>         | <b>2,210,378</b>                              | <b>2,654,792</b>             |
| <b>EXPENDITURES</b>                                                                        |                        |                                               |                              |
| Land Acquisition, Capital<br>Improvements and Other                                        | 513,365                | 1,080,300                                     | 1,593,665                    |
| <b>Total Expenditures</b>                                                                  | <b>513,365</b>         | <b>1,080,300</b>                              | <b>1,593,665</b>             |
| Revenues over/(under)<br>Expenditures                                                      | (68,951)               | 1,130,078                                     | 1,061,127                    |
| <b>OTHER FINANCING<br/>SOURCES AND USES</b>                                                |                        |                                               |                              |
| Transfers In                                                                               | 68,951                 | 0                                             | 68,951                       |
| Transfers Out                                                                              | 0                      | (1,307,850)                                   | (1,307,850)                  |
| <b>Total</b>                                                                               | <b>68,951</b>          | <b>(1,307,850)</b>                            | <b>(1,238,899)</b>           |
| Excess Revenues and Other<br>Financing Sources over/(under)<br>Expenditures and Other Uses | 0                      | (177,772)                                     | (177,772)                    |
| <b>FUND BALANCE AT JUNE 30, 2025</b>                                                       | <b>\$0</b>             | <b>\$154,150</b>                              | <b>\$154,150</b>             |
| <b>Percentage Change in Fund Balance</b>                                                   |                        | <b>-53.56%</b>                                | <b>-53.56%</b>               |

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**BUDGET RESOLUTION FY 24-25**  
**SPECIAL REVENUE FUNDS - PUBLIC SAFETY FUNDS**

|                                                                                            | Public<br>Safety<br>Fund #205 | Federal<br>Forfeiture<br>Fund #213 | State<br>Forfeiture<br>Fund #214 | Total<br>Public<br>Safety<br>Funds |
|--------------------------------------------------------------------------------------------|-------------------------------|------------------------------------|----------------------------------|------------------------------------|
| <b>FUND BALANCE AT JULY 1, 2024</b>                                                        | <b>3,365,211</b>              | <b>\$760,245</b>                   | <b>\$359,106</b>                 | <b>\$4,484,563</b>                 |
| <b>REVENUES</b>                                                                            |                               |                                    |                                  |                                    |
| Property Taxes                                                                             | 13,551,277                    | 0                                  | 0                                | 13,551,277                         |
| Intergovernmental                                                                          | 200,513                       | 0                                  | 0                                | 200,513                            |
| Interest Income                                                                            | 63,780                        | 13,588                             | 0                                | 77,368                             |
| Miscellaneous                                                                              | 0                             | 0                                  | 0                                | 0                                  |
| <b>Total Revenues</b>                                                                      | <b>13,815,570</b>             | <b>13,588</b>                      | <b>0</b>                         | <b>13,829,157</b>                  |
| <b>EXPENDITURES</b>                                                                        |                               |                                    |                                  |                                    |
| Public Safety                                                                              | 11,948,376                    | 254,025                            | 41,070                           | 12,243,471                         |
| Land Acquisition, Capital<br>Improvements and Other                                        | 1,092,618                     | 75,357                             | 0                                | 1,167,975                          |
| <b>Total Expenditures</b>                                                                  | <b>13,040,994</b>             | <b>329,382</b>                     | <b>41,070</b>                    | <b>13,411,446</b>                  |
| Revenues over/(under)<br>Expenditures                                                      | 774,575                       | (315,794)                          | (41,070)                         | 417,711                            |
| <b>OTHER FINANCING<br/>SOURCES AND USES</b>                                                |                               |                                    |                                  |                                    |
| Transfers In                                                                               | 0                             | 0                                  | 0                                | 0                                  |
| Transfers Out                                                                              | 0                             | 0                                  | 0                                | 0                                  |
|                                                                                            | 0                             | 0                                  | 0                                | 0                                  |
| Excess Revenues and Other<br>Financing Sources over/(under)<br>Expenditures and Other Uses | 774,575                       | (315,794)                          | (41,070)                         | 417,711                            |
| <b>FUND BALANCE AT JUNE 30, 2025</b>                                                       | <b>\$4,139,787</b>            | <b>\$444,451</b>                   | <b>\$318,036</b>                 | <b>\$4,902,273</b>                 |
| <b>Percentage Change in Fund Balance</b>                                                   | <b>23.02%</b>                 | <b>-41.54%</b>                     | <b>-11.44%</b>                   | <b>9.31%</b>                       |

**BUDGET RESOLUTION FY 24-25**  
**SPECIAL REVENUE FUNDS - GRANT FUNDS**

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|                                                                                            | C.D.B.G.<br>Fund #275 | M.I.D.C.<br>Fund #262 | Total<br>Grant<br>Funds |
|--------------------------------------------------------------------------------------------|-----------------------|-----------------------|-------------------------|
| <b>FUND BALANCE AT JULY 1, 2024</b>                                                        | <b>\$0</b>            | <b>\$0</b>            | <b>\$0</b>              |
| <b>REVENUES</b>                                                                            |                       |                       |                         |
| Property Taxes                                                                             | 0                     | 0                     | 0                       |
| Intergovernmental                                                                          | 385,000               | 742,642               | 1,127,642               |
| Interest Income                                                                            | 50                    | 1,000                 | 1,050                   |
| Miscellaneous                                                                              | 68,000                | 22,083                | 90,083                  |
| <b>Total Revenues</b>                                                                      | <b>453,050</b>        | <b>765,724</b>        | <b>1,218,774</b>        |
| <b>EXPENDITURES</b>                                                                        |                       |                       |                         |
| Appointed Council                                                                          | 0                     | 671,825               | 671,825                 |
| Contractual Services                                                                       | 0                     | 93,900                | 93,900                  |
| Land Acquisition, Capital<br>Improvements and Other                                        | 453,050               | 0                     | 453,050                 |
| <b>Total Expenditures</b>                                                                  | <b>453,050</b>        | <b>765,725</b>        | <b>1,218,775</b>        |
| Revenues over/(under)<br>Expenditures                                                      | 0                     | (0)                   | (0)                     |
| Excess Revenues and Other<br>Financing Sources over/(under)<br>Expenditures and Other Uses | 0                     | (0)                   | (0)                     |
| <b>FUND BALANCE AT JUNE 30, 2025</b>                                                       | <b>\$0</b>            | <b>\$0</b>            | <b>\$0</b>              |
| <b>Percentage Change in Fund Balance</b>                                                   | <b>0.00%</b>          | <b>-8.93%</b>         | <b>-8.93%</b>           |

**BUDGET RESOLUTION FY 24-25**  
**DEBT SERVICE FUND**

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13) That the City of Farmington Hills adopts the 2024/25 Debt Service Fund Budgets as follows:

|                                                                                            | General<br>Debt<br>Service<br>Fund #301 | Total<br>Debt<br>Service<br>Funds |
|--------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------------|
| <b>FUND BALANCE AT JULY 1, 2024</b>                                                        | <b>\$49,042</b>                         | <b>\$49,042</b>                   |
| <b>REVENUES</b>                                                                            |                                         |                                   |
| Interest Income                                                                            | 200                                     | 200                               |
| Special Assessments                                                                        | 0                                       | 0                                 |
| Intergovernmental Revenues                                                                 | 50,000                                  | 50,000                            |
| <b>Total Revenues</b>                                                                      | <b>50,200</b>                           | <b>50,200</b>                     |
| <b>EXPENDITURES</b>                                                                        |                                         |                                   |
| Bond Principal Payments                                                                    | 2,285,544                               | 2,285,544                         |
| Interest and Fiscal Charges                                                                | 1,169,492                               | 1,169,492                         |
| Refunds                                                                                    | 0                                       | 0                                 |
| Miscellaneous                                                                              | 2,500                                   | 2,500                             |
| <b>Total Expenditures</b>                                                                  | <b>3,457,536</b>                        | <b>3,457,536</b>                  |
| Revenues over/(under)<br>Expenditures                                                      | (3,407,336)                             | (3,407,336)                       |
| <b>OTHER FINANCING<br/>SOURCES AND USES</b>                                                |                                         |                                   |
| Transfers In                                                                               |                                         |                                   |
| -General Fund                                                                              | 3,404,836                               | 3,404,836                         |
| -CIP Fund                                                                                  | 0                                       | 0                                 |
| Total Transfers In                                                                         | 3,404,836                               | 3,404,836                         |
| <b>Total Other Financing Sources<br/>and Uses</b>                                          | <b>3,404,836</b>                        | <b>3,404,836</b>                  |
| Excess Revenues and Other<br>Financing Sources over/(under)<br>Expenditures and Other Uses | (2,500)                                 | (2,500)                           |
| <b>FUND BALANCE AT JUNE 30, 2025</b>                                                       | <b>\$46,542</b>                         | <b>\$46,542</b>                   |
| <b>Percentage Change in Fund Balance</b>                                                   | <b>-5.10%</b>                           | <b>-5.10%</b>                     |

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**BUDGET RESOLUTION FY 24-25**  
**CAPITAL PROJECTS FUNDS**

14) That the City of Farmington Hills adopts the 2024/25 Capital Projects Funds Budgets as follows:

|                                                                                     | Capital<br>Improvement<br>Fund #404 | Community<br>Center<br>Renovations<br>Fund #406 | Total<br>Capital<br>Project<br>Funds |
|-------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------------------|--------------------------------------|
| <b>FUND BALANCE AT JULY 1, 2024</b>                                                 | <b>\$1,168,247</b>                  | <b>\$180,039</b>                                | <b>\$119,739</b>                     |
| <b>REVENUES</b>                                                                     |                                     |                                                 |                                      |
| Grants                                                                              | 100,000                             | 0                                               | 100,000                              |
| Interest Income                                                                     | 500,000                             | 30,000                                          | 530,000                              |
| Miscellaneous                                                                       | 0                                   | 0                                               | 0                                    |
| <b>Total Revenues</b>                                                               | <b>600,000</b>                      | <b>30,000</b>                                   | <b>630,000</b>                       |
| <b>EXPENDITURES</b>                                                                 |                                     |                                                 |                                      |
| Public Facilities                                                                   | 2,905,000                           | 90,000                                          | 2,995,000                            |
| Drainage                                                                            | 6,475,000                           | 0                                               | 6,475,000                            |
| Sidewalks                                                                           | 1,105,000                           | 0                                               | 1,105,000                            |
| Equipment                                                                           | 3,956,000                           | 0                                               | 3,956,000                            |
| Administration & Miscellaneous                                                      | 500                                 | 300                                             | 800                                  |
| <b>Total Expenditures</b>                                                           | <b>14,441,500</b>                   | <b>90,300</b>                                   | <b>14,531,800</b>                    |
| Revenues over/(under)<br>Expenditures                                               | (13,841,500)                        | (60,300)                                        | (13,901,800)                         |
| <b>OTHER FINANCING<br/>SOURCES AND USES</b>                                         |                                     |                                                 |                                      |
| Transfer from General Fund                                                          | 5,800,000                           | 0                                               | 5,800,000                            |
| Transfer to Bond Fund                                                               | 0                                   | 0                                               | 0                                    |
| Transfer from Local Road Fund                                                       | 0                                   | 0                                               | 0                                    |
| <b>Total Other Financing Sources<br/>and Uses</b>                                   | <b>13,395,000</b>                   | <b>0</b>                                        | <b>13,395,000</b>                    |
| Revenues and Other<br>Financing Sources Over/(Under)<br>Expenditures and Other Uses | (446,500)                           | (60,300)                                        | (506,800)                            |
| <b>FUND BALANCE AT JUNE 30, 2025</b>                                                | <b>\$721,747</b>                    | <b>\$119,739</b>                                | <b>(\$387,061)</b>                   |
| <b>Percentage Change in Fund Balance</b>                                            | <b>-38.22%</b>                      | <b>-33.49%</b>                                  | <b>-423.25%</b>                      |

**BUDGET RESOLUTION FY 24-25**  
**COMPONENT UNIT FUNDS**

15) That the City of Farmington Hills adopts the 2024/25 Component Unit Funds Budgets as follows:

|                                                                                            | Corridor<br>Improvement<br>Authority<br>Fund #242 | Brownfield<br>Redevelopment<br>Authority<br>Fund #243 | Total<br>Component<br>Units |
|--------------------------------------------------------------------------------------------|---------------------------------------------------|-------------------------------------------------------|-----------------------------|
| <b>FUND BALANCE AT JULY 1, 2024</b>                                                        | <b>\$879,890</b>                                  | <b>\$2,068,253</b>                                    | <b>\$2,948,143</b>          |
| <b>REVENUES</b>                                                                            |                                                   |                                                       |                             |
| Property Taxes                                                                             | 264,169                                           | 623,457                                               | <b>887,626</b>              |
| Intergovernmental                                                                          | 0                                                 | 0                                                     | <b>0</b>                    |
| Interest Income                                                                            | 1,331                                             | 17,312                                                | <b>18,644</b>               |
| <b>Total Revenues</b>                                                                      | <b>265,500</b>                                    | <b>640,770</b>                                        | <b>906,270</b>              |
| <b>EXPENDITURES</b>                                                                        |                                                   |                                                       |                             |
| Audit Fees                                                                                 | 100                                               | 400                                                   | <b>500</b>                  |
| Marketing                                                                                  | 0                                                 | 0                                                     | <b>0</b>                    |
| Business Improvement Grant                                                                 | 250,000                                           | 0                                                     | <b>250,000</b>              |
| Miscellaneous/Others                                                                       | 0                                                 | 36,870                                                | <b>36,870</b>               |
| Consultants                                                                                | 0                                                 | 200,000                                               | <b>200,000</b>              |
| Reimbursement to Developers                                                                | 0                                                 | 203,620                                               | <b>203,620</b>              |
| <b>Total Expenditures</b>                                                                  | <b>250,100</b>                                    | <b>440,890</b>                                        | <b>690,990</b>              |
| Revenues over/(under)<br>Expenditures                                                      | 15,400                                            | 199,879                                               | <b>215,280</b>              |
| <b>OTHER FINANCING<br/>SOURCES AND USES</b>                                                |                                                   |                                                       |                             |
| Transfer to General Fund                                                                   | 0                                                 | (9,000)                                               | <b>(9,000)</b>              |
| Total Transfers Out                                                                        | 0                                                 | (9,000)                                               | <b>(9,000)</b>              |
| <b>Total Other Financing Sources<br/>and Uses</b>                                          | <b>0</b>                                          | <b>(9,000)</b>                                        | <b>(9,000)</b>              |
| Excess Revenues and Other<br>Financing Sources over/(under)<br>Expenditures and Other Uses | 15,400                                            | 190,879                                               | <b>206,280</b>              |
| <b>FUND BALANCE AT JUNE 30, 2025</b>                                                       | <b>\$895,291</b>                                  | <b>\$2,259,132</b>                                    | <b>\$3,154,423</b>          |

16) That the City Council hereby authorizes the City Manager to make budgetary transfers within the appropriation centers established through the budget and that all transfers between appropriation centers may be made only by further action by the City Council, pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act.

17) That the FY 2024/25 Budgets of the General Fund, Special Revenue Funds and Capital Projects Funds shall be automatically amended on July 1, 2024 to re-appropriate fund balances for certain outstanding encumbrances and/or available capital project budget balances at June 30, 2024, as authorized by the City Manager.

18) That the City Council hereby authorizes the City Manager to assign General Fund – fund balance for future City budget amendment appropriations, which may be made only by further action by the City Council, pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act.

**BUDGET RESOLUTION FY 23-24 AMENDMENT**  
**GENERAL FUND**

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19) That the FY 2023/24 departmental and activity budget amounts for the General Fund be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2024/25, as may be updated by the Finance Director:

| <u>Revenues</u>                           |                     |
|-------------------------------------------|---------------------|
| Property Taxes                            | \$38,326,751        |
| Business Licenses & Permits               | \$24,733            |
| Other Licenses & Permits                  | \$2,044,502         |
| Grants                                    | \$1,391,679         |
| State Shared Revenue                      | \$10,590,480        |
| Fees                                      | \$7,348,795         |
| Sales                                     | \$704,308           |
| Fines & Forfeitures                       | \$1,804,802         |
| Interest Earnings                         | \$2,848,739         |
| Recreation User Charges                   | \$8,686,750         |
| Other Revenue                             | \$2,116,240         |
| Operating Transfers In                    | \$1,316,850         |
| <b>Total Revenue + Transfers-in</b>       | <b>\$77,204,629</b> |
| <br>                                      |                     |
| <u>Expenditures</u>                       |                     |
| Boards & Commissions                      | \$3,331,021         |
| General Government                        | \$13,189,984        |
| Public Safety                             | \$27,635,390        |
| Planning & Community Development          | \$1,953,120         |
| Public Services                           | \$8,543,573         |
| Special Services                          | \$13,844,866        |
| Operating Transfers Out                   | \$7,973,951         |
| <b>Total Expenditures + Transfers-out</b> | <b>\$76,471,905</b> |
| <br>                                      |                     |
| <b>Net Revenues/(Expenditures)</b>        | <b>\$732,723</b>    |



**BUDGET RESOLUTION FY 23-24 AMENDMENT**  
**SPECIAL REVENUE FUNDS**

20) That the FY 2023/24 Special Revenue Funds Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2024/25, as may be updated by the Finance Director:

|                                                                                            | Total<br>Infrastructure<br>Funds | Total<br>Recreation<br>Funds | Total<br>Public<br>Safety<br>Funds | Total<br>Grant<br>Funds | Total<br>Special<br>Revenue<br>Funds |
|--------------------------------------------------------------------------------------------|----------------------------------|------------------------------|------------------------------------|-------------------------|--------------------------------------|
| <b>FUND BALANCE AT JULY 1, 2023</b>                                                        | <b>\$24,705,378</b>              | <b>\$815,662</b>             | <b>\$4,581,859</b>                 | <b>\$0</b>              | <b>\$30,102,899</b>                  |
| <b>REVENUES</b>                                                                            |                                  |                              |                                    |                         |                                      |
| Property Taxes                                                                             | 18,704,576                       | 1,899,271                    | 12,686,230                         | 0                       | \$33,290,077                         |
| Intergovernmental                                                                          | 12,434,133                       | 340,250                      | 200,513                            | 1,070,473               | \$14,045,369                         |
| Interest Income                                                                            | 368,935                          | 66,812                       | 77,368                             | 2,050                   | \$515,164                            |
| Miscellaneous                                                                              | 250                              | 212,692                      | 0                                  | 100,655                 | \$313,597                            |
| <b>Total Revenues</b>                                                                      | <b>31,507,894</b>                | <b>2,519,025</b>             | <b>12,964,111</b>                  | <b>1,173,178</b>        | <b>48,164,207</b>                    |
| <b>EXPENDITURES</b>                                                                        |                                  |                              |                                    |                         |                                      |
| Highways & Streets                                                                         | 44,204,253                       | 0                            | 0                                  | 0                       | \$44,204,253                         |
| Public Safety                                                                              | 0                                | 0                            | 12,680,163                         | 0                       | \$12,680,163                         |
| Appointed Council                                                                          | 0                                | 0                            | 0                                  | 517,178                 | \$517,178                            |
| Contractual Services                                                                       | 0                                | 0                            | 0                                  | 78,000                  | \$78,000                             |
| Debt Service - Principal                                                                   | 755,000                          | 0                            | 0                                  | 0                       | \$755,000                            |
| Debt Service - Interest                                                                    | 110,000                          | 0                            | 0                                  | 0                       | \$110,000                            |
| Land Acquisition, Capital<br>Improvements and Other                                        | 128,000                          | 1,763,866                    | 446,850                            | 578,000                 | \$2,916,716                          |
| <b>Total Expenditures</b>                                                                  | <b>45,197,253</b>                | <b>1,763,866</b>             | <b>13,127,013</b>                  | <b>1,173,178</b>        | <b>61,261,310</b>                    |
| Revenues over/(under)<br>Expenditures                                                      | (13,689,359)                     | 755,159                      | (162,902)                          | (0)                     | (\$13,097,103)                       |
| <b>OTHER FINANCING<br/>SOURCES AND USES</b>                                                |                                  |                              |                                    |                         |                                      |
| Transfers In                                                                               | 21,260,036                       | 68,951                       | 0                                  | 0                       | \$21,328,987                         |
| Transfers Out                                                                              | (21,260,036)                     | (1,307,850)                  | 0                                  | 0                       | (\$22,567,886)                       |
| <b>Total</b>                                                                               | <b>0</b>                         | <b>(1,238,899)</b>           | <b>0</b>                           | <b>0</b>                | <b>(1,238,899)</b>                   |
| Excess Revenues and Other<br>Financing Sources over/(under)<br>Expenditures and Other Uses | (13,689,359)                     | (483,740)                    | (162,902)                          | (0)                     | (14,336,002)                         |
| <b>FUND BALANCE AT JUNE 30, 2024</b>                                                       | <b>\$11,016,017</b>              | <b>\$331,921</b>             | <b>\$4,418,956</b>                 | <b>(\$0)</b>            | <b>\$15,766,896</b>                  |
| <b>Percentage Change in Fund Balance</b>                                                   | <b>-55.41%</b>                   | <b>-59.31%</b>               | <b>-3.56%</b>                      | <b>-171.43%</b>         | <b>-47.62%</b>                       |

**BUDGET RESOLUTION FY 23-24 AMENDMENT**  
**SPECIAL REVENUE FUNDS - INFRASTRUCTURE FUNDS**

|                                                                                            | Street<br>Fund #201 | Roads<br>Fund #202  | Roads<br>Fund #203 | Infrastructure<br>Funds |
|--------------------------------------------------------------------------------------------|---------------------|---------------------|--------------------|-------------------------|
| <b>FUND BALANCE AT JULY 1, 2023</b>                                                        | <b>\$2,304,679</b>  | <b>\$15,781,909</b> | <b>\$6,618,790</b> | <b>\$24,705,378</b>     |
| <b>REVENUES</b>                                                                            |                     |                     |                    |                         |
| Property Taxes                                                                             | 18,704,576          | 0                   | 0                  | 18,704,576              |
| Intergovernmental                                                                          | 211,885             | 9,227,667           | 2,994,581          | 12,434,133              |
| Interest Income                                                                            | 20,600              | 266,667             | 81,668             | 368,935                 |
| Special Assessments                                                                        | 0                   | 0                   | 0                  | 0                       |
| Miscellaneous                                                                              | 0                   | 250                 | 0                  | 250                     |
| <b>Total Revenues</b>                                                                      | <b>18,937,061</b>   | <b>9,494,584</b>    | <b>3,076,249</b>   | <b>31,507,894</b>       |
| <b>EXPENDITURES</b>                                                                        |                     |                     |                    |                         |
| Highways & Streets                                                                         | 0                   | 20,510,468          | 23,693,785         | 44,204,253              |
| Debt Service - Principal                                                                   | 0                   | 0                   | 755,000            | 755,000                 |
| Debt Service - Interest                                                                    | 0                   | 0                   | 110,000            | 110,000                 |
| Other                                                                                      | 0                   | 90,400              | 37,600             | 128,000                 |
| <b>Total Expenditures</b>                                                                  | <b>0</b>            | <b>20,600,868</b>   | <b>24,596,385</b>  | <b>45,197,253</b>       |
| Revenues over/(under)<br>Expenditures                                                      | 18,937,061          | (11,106,284)        | (21,520,136)       | (13,689,359)            |
| <b>OTHER FINANCING<br/>SOURCES AND USES</b>                                                |                     |                     |                    |                         |
| Bond Proceeds                                                                              | 0                   | 0                   | 0                  | 0                       |
| Transfers In                                                                               | 0                   | 5,713,770           | 15,546,266         | 21,260,036              |
| Transfers Out                                                                              | (19,260,036)        | (2,000,000)         | 0                  | (21,260,036)            |
|                                                                                            | (19,260,036)        | 3,713,770           | 15,546,266         | 0                       |
| Excess Revenues and Other<br>Financing Sources over/(under)<br>Expenditures and Other Uses | (322,975)           | (7,392,514)         | (5,973,870)        | (13,689,359)            |
| <b>FUND BALANCE AT JUNE 30, 2024</b>                                                       | <b>\$1,981,704</b>  | <b>\$8,389,395</b>  | <b>\$644,920</b>   | <b>\$11,016,018</b>     |
| <b>Percentage Change in Fund Balance</b>                                                   | <b>-14.01%</b>      | <b>-46.84%</b>      | <b>-90.26%</b>     | <b>-55.41%</b>          |

**BUDGET RESOLUTION FY 23-24 AMENDMENT**  
**SPECIAL REVENUE FUNDS - RECREATION FUNDS**

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|                                                                                            | Nutrition<br>Fund #281 | Parks &<br>Recreation<br>Millage<br>Fund #410 | Total<br>Recreation<br>Funds |
|--------------------------------------------------------------------------------------------|------------------------|-----------------------------------------------|------------------------------|
| <b>FUND BALANCE AT JULY 1, 2023</b>                                                        | <b>\$0</b>             | <b>\$815,662</b>                              | <b>\$815,662</b>             |
| <b>REVENUES</b>                                                                            |                        |                                               |                              |
| Property Taxes                                                                             | 0                      | 1,899,271                                     | 1,899,271                    |
| Intergovernmental                                                                          | 286,722                | 53,528                                        | 340,250                      |
| Interest Income                                                                            | 5,000                  | 61,812                                        | 66,812                       |
| Miscellaneous                                                                              | 152,692                | 60,000                                        | 212,692                      |
| <b>Total Revenues</b>                                                                      | <b>444,414</b>         | <b>2,074,611</b>                              | <b>2,519,025</b>             |
| <b>EXPENDITURES</b>                                                                        |                        |                                               |                              |
| Land Acquisition, Capital<br>Improvements and Other                                        | 513,365                | 1,250,501                                     | 1,763,866                    |
| <b>Total Expenditures</b>                                                                  | <b>513,365</b>         | <b>1,250,501</b>                              | <b>1,763,866</b>             |
| Revenues over/(under)<br>Expenditures                                                      | (68,951)               | 824,110                                       | 755,159                      |
| <b>OTHER FINANCING<br/>SOURCES AND USES</b>                                                |                        |                                               |                              |
| Transfers In                                                                               | 68,951                 | 0                                             | 68,951                       |
| Transfers Out                                                                              | 0                      | (1,307,850)                                   | (1,307,850)                  |
| <b>Total</b>                                                                               | <b>68,951</b>          | <b>(1,307,850)</b>                            | <b>(1,238,899)</b>           |
| Excess Revenues and Other<br>Financing Sources over/(under)<br>Expenditures and Other Uses | 0                      | (483,740)                                     | (483,740)                    |
| <b>FUND BALANCE AT JUNE 30, 2024</b>                                                       | <b>\$0</b>             | <b>\$331,921</b>                              | <b>\$331,921</b>             |
| <b>Percentage Change in Fund Balance</b>                                                   |                        | <b>-59.31%</b>                                | <b>-59.31%</b>               |

**BUDGET RESOLUTION FY 23-24 AMENDMENT**  
**SPECIAL REVENUE FUNDS - PUBLIC SAFETY FUNDS**

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|                                                                                            | Public<br>Safety<br>Fund #205 | Federal<br>Forfeiture<br>Fund #213 | State<br>Forfeiture<br>Fund #214 | Total<br>Public<br>Safety<br>Funds |
|--------------------------------------------------------------------------------------------|-------------------------------|------------------------------------|----------------------------------|------------------------------------|
| <b>FUND BALANCE AT JULY 1, 2023</b>                                                        | <b>3,393,220</b>              | <b>\$877,814</b>                   | <b>\$310,825</b>                 | <b>\$4,581,859</b>                 |
| <b>REVENUES</b>                                                                            |                               |                                    |                                  |                                    |
| Property Taxes                                                                             | 12,686,230                    | 0                                  | 0                                | 12,686,230                         |
| Intergovernmental                                                                          | 200,513                       | 0                                  | 0                                | 200,513                            |
| Interest Income                                                                            | 63,780                        | 13,588                             | 0                                | 77,368                             |
| Miscellaneous                                                                              | 0                             | 0                                  | 0                                | 0                                  |
| <b>Total Revenues</b>                                                                      | <b>12,950,523</b>             | <b>13,588</b>                      | <b>0</b>                         | <b>12,964,111</b>                  |
| <b>EXPENDITURES</b>                                                                        |                               |                                    |                                  |                                    |
| Public Safety                                                                              | 12,531,682                    | 131,156                            | 17,325                           | 12,680,163                         |
| Land Acquisition, Capital<br>Improvements and Other                                        | 446,850                       | 0                                  | 0                                | 446,850                            |
| <b>Total Expenditures</b>                                                                  | <b>12,978,532</b>             | <b>131,156</b>                     | <b>17,325</b>                    | <b>13,127,013</b>                  |
| Revenues over/(under)<br>Expenditures                                                      | (28,009)                      | (117,568)                          | (17,325)                         | (162,902)                          |
| <b>OTHER FINANCING<br/>SOURCES AND USES</b>                                                |                               |                                    |                                  |                                    |
| Transfers In                                                                               | 0                             | 0                                  | 0                                | 0                                  |
| Transfers Out                                                                              | 0                             | 0                                  | 0                                | 0                                  |
|                                                                                            | 0                             | 0                                  | 0                                | 0                                  |
| Excess Revenues and Other<br>Financing Sources over/(under)<br>Expenditures and Other Uses | (28,009)                      | (117,568)                          | (17,325)                         | (162,902)                          |
| <b>FUND BALANCE AT JUNE 30, 2024</b>                                                       | <b>\$3,365,211</b>            | <b>\$760,245</b>                   | <b>\$293,500</b>                 | <b>\$4,418,956</b>                 |
| <b>Percentage Change in Fund Balance</b>                                                   | <b>-0.83%</b>                 | <b>-13.39%</b>                     | <b>-5.57%</b>                    | <b>-3.56%</b>                      |

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**BUDGET RESOLUTION FY 23-24 AMENDMENT**  
**SPECIAL REVENUE FUNDS - GRANT FUNDS**

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|                                                                                            | C.D.B.G.<br>Fund #275 | M.I.D.C.<br>Fund #262 | Total<br>Grant<br>Funds |
|--------------------------------------------------------------------------------------------|-----------------------|-----------------------|-------------------------|
| <b>FUND BALANCE AT JULY 1, 2023</b>                                                        | <b>\$0</b>            | <b>\$0</b>            | <b>\$0</b>              |
| <b>REVENUES</b>                                                                            |                       |                       |                         |
| Property Taxes                                                                             | 0                     | 0                     | 0                       |
| Intergovernmental                                                                          | 499,378               | 571,095               | 1,070,473               |
| Interest Income                                                                            | 50                    | 2,000                 | 2,050                   |
| Miscellaneous                                                                              | 78,572                | 22,083                | 100,655                 |
| <b>Total Revenues</b>                                                                      | <b>578,000</b>        | <b>595,178</b>        | <b>1,173,178</b>        |
| <b>EXPENDITURES</b>                                                                        |                       |                       |                         |
| Appointed Council                                                                          | 0                     | 517,178               | 517,178                 |
| Contractual Services                                                                       | 0                     | 78,000                | 78,000                  |
| Land Acquisition, Capital<br>Improvements and Other                                        | 578,000               | 0                     | 578,000                 |
| <b>Total Expenditures</b>                                                                  | <b>578,000</b>        | <b>595,178</b>        | <b>1,173,178</b>        |
| Revenues over/(under)<br>Expenditures                                                      | 0                     | (0)                   | (0)                     |
| Excess Revenues and Other<br>Financing Sources over/(under)<br>Expenditures and Other Uses | 0                     | (0)                   | (0)                     |
| <b>FUND BALANCE AT JUNE 30, 2024</b>                                                       | <b>\$0</b>            | <b>(\$0)</b>          | <b>(\$0)</b>            |
| <b>Percentage Change in Fund Balance</b>                                                   |                       |                       |                         |

**BUDGET RESOLUTION FY 23-24 AMENDMENT**  
**DEBT SERVICE FUNDS**

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21) That the FY 2023/24 Debt Service Funds Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2024/25, as may be updated by the Finance Director:

|                                                                                            | General<br>Debt<br>Service<br>Fund #301 | Total<br>Debt<br>Service<br>Funds |
|--------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------------|
| <b>FUND BALANCE AT JULY 1, 2023</b>                                                        | <b>\$146,090</b>                        | <b>\$146,090</b>                  |
| <b>REVENUES</b>                                                                            |                                         |                                   |
| Interest Income                                                                            | 200                                     | 200                               |
| Special Assessments                                                                        | 0                                       | 0                                 |
| Intergovernmental Revenues                                                                 | 50,000                                  | 50,000                            |
| <b>Total Revenues</b>                                                                      | <b>50,200</b>                           | <b>50,200</b>                     |
| <b>EXPENDITURES</b>                                                                        |                                         |                                   |
| Bond Principal Payments                                                                    | 1,845,000                               | 1,845,000                         |
| Interest and Fiscal Charges                                                                | 974,748                                 | 974,748                           |
| Refunds                                                                                    | 0                                       | 0                                 |
| Miscellaneous                                                                              | 2,500                                   | 2,500                             |
| <b>Total Expenditures</b>                                                                  | <b>2,822,248</b>                        | <b>2,822,248</b>                  |
| Revenues over/(under)<br>Expenditures                                                      | (2,772,048)                             | (2,772,048)                       |
| <b>OTHER FINANCING<br/>SOURCES AND USES</b>                                                |                                         |                                   |
| Transfers In                                                                               |                                         |                                   |
| -General Fund                                                                              | 2,675,000                               | 2,675,000                         |
| -CIP Fund                                                                                  | 0                                       | 0                                 |
| -Local Road Fund                                                                           | 0                                       | 0                                 |
| -General Debt Fund                                                                         | 0                                       | 0                                 |
| -Park Millage Fund                                                                         | 0                                       | 0                                 |
| Total Transfers In                                                                         | 2,675,000                               | 2,675,000                         |
| <b>Total Other Financing Sources<br/>and Uses</b>                                          | <b>2,675,000</b>                        | <b>2,675,000</b>                  |
| Excess Revenues and Other<br>Financing Sources over/(under)<br>Expenditures and Other Uses | (97,048)                                | (97,048)                          |
| <b>FUND BALANCE AT JUNE 30, 2024</b>                                                       | <b>\$49,042</b>                         | <b>\$49,042</b>                   |
| <b>Percentage Change in Fund Balance</b>                                                   | <b>-66.43%</b>                          | <b>-66.43%</b>                    |

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**BUDGET RESOLUTION FY 23-24 AMENDMENT**  
**CAPITAL PROJECT FUNDS**

22) That the FY 2023/24 Capital Project Funds Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2024/25, as may be updated by the Finance Director:

|                                                   | Capital<br>Improvement<br>Fund #404 | Community<br>Center<br>Renovations<br>Fund #406 | Total<br>Capital<br>Project<br>Funds |
|---------------------------------------------------|-------------------------------------|-------------------------------------------------|--------------------------------------|
| <b>FUND BALANCE AT JULY 1, 2023</b>               | <b>\$16,013,517</b>                 | <b>\$186,091</b>                                | <b>\$16,199,608</b>                  |
| <b>REVENUES</b>                                   |                                     |                                                 |                                      |
| Grants                                            | 100,000                             | 0                                               | 100,000                              |
| Interest Income                                   | 500,000                             | 30,000                                          | 530,000                              |
| Miscellaneous                                     | 0                                   | 0                                               | 0                                    |
| <b>Total Revenues</b>                             | <b>600,000</b>                      | <b>30,000</b>                                   | <b>630,000</b>                       |
| <b>EXPENDITURES</b>                               |                                     |                                                 |                                      |
| Public Facilities                                 | 4,682,742                           | 165,752                                         | 4,848,494                            |
| Drainage                                          | 7,891,682                           | 0                                               | 7,891,682                            |
| Sidewalks                                         | 798,000                             | 0                                               | 798,000                              |
| Equipment                                         | 7,172,346                           | 0                                               | 7,172,346                            |
| Administration & Miscellaneous                    | 500                                 | 300                                             | 800                                  |
| <b>Total Expenditures</b>                         | <b>20,545,270</b>                   | <b>166,052</b>                                  | <b>20,711,322</b>                    |
| Revenues over/(under)                             |                                     |                                                 |                                      |
| Expenditures                                      | (19,945,270)                        | (136,052)                                       | (20,081,322)                         |
| <b>OTHER FINANCING SOURCES AND USES</b>           |                                     |                                                 |                                      |
| Transfer from General Fund                        | 5,100,000                           | 130,000                                         | 5,230,000                            |
| Transfer to Bond Fund                             | 0                                   | 0                                               | 0                                    |
| Transfer from Local Road Fund                     | 0                                   | 0                                               | 0                                    |
| <b>Total Other Financing Sources and Uses</b>     | <b>5,100,000</b>                    | <b>130,000</b>                                  | <b>5,230,000</b>                     |
| Revenues and Other Financing Sources Over/(Under) |                                     |                                                 |                                      |
| Expenditures and Other Uses                       | (14,845,270)                        | (6,052)                                         | (14,851,322)                         |
| <b>FUND BALANCE AT JUNE 30, 2024</b>              | <b>\$1,168,247</b>                  | <b>\$180,039</b>                                | <b>\$1,348,286</b>                   |
| <b>Percentage Change in Fund Balance</b>          | <b>-92.70%</b>                      | <b>-3.25%</b>                                   | <b>-91.68%</b>                       |

**BUDGET RESOLUTION FY 23-24 AMENDMENT**  
**COMPONENT UNIT FUNDS**

23) That the FY 2023/24 Component Unit Funds Budgets be amended to the following estimated revenues and projected actual expenditures as reflected in the budget document submitted for FY 2024/25, as may be updated by the Finance Director:

|                                                                                            | Corridor<br>Improvement<br>Authority<br>Fund #242 | Brownfield<br>Redevelopment<br>Authority<br>Fund #243 | Total<br>Component<br>Units |
|--------------------------------------------------------------------------------------------|---------------------------------------------------|-------------------------------------------------------|-----------------------------|
| <b>FUND BALANCE AT JULY 1, 2023</b>                                                        | <b>\$642,141</b>                                  | <b>\$1,694,168</b>                                    | <b>\$2,336,309</b>          |
| <b>REVENUES</b>                                                                            |                                                   |                                                       |                             |
| Property Taxes                                                                             | 251,664                                           | 597,799                                               | 849,463                     |
| Intergovernmental                                                                          | 0                                                 | 0                                                     | 0                           |
| Interest Income                                                                            | 1,318                                             | 16,973                                                | 18,291                      |
| <b>Total Revenues</b>                                                                      | <b>252,982</b>                                    | <b>614,772</b>                                        | <b>867,754</b>              |
| <b>EXPENDITURES</b>                                                                        |                                                   |                                                       |                             |
| Audit Fees                                                                                 | 100                                               | 400                                                   | 500                         |
| Marketing                                                                                  | 0                                                 | 0                                                     | 0                           |
| Business Improvement Grant                                                                 | 0                                                 | 0                                                     | 0                           |
| Miscellaneous/Others                                                                       | 0                                                 | 37,086                                                | 37,086                      |
| Consultants                                                                                | 15,133                                            | 0                                                     | 15,133                      |
| Reimbursement to Developers                                                                | 0                                                 | 194,201                                               | 194,201                     |
| <b>Total Expenditures</b>                                                                  | <b>15,233</b>                                     | <b>231,687</b>                                        | <b>246,920</b>              |
| Revenues over/(under)<br>Expenditures                                                      | 237,749                                           | 383,085                                               | 620,834                     |
| <b>OTHER FINANCING<br/>SOURCES AND USES</b>                                                |                                                   |                                                       |                             |
| Transfer to General Fund                                                                   | 0                                                 | (9,000)                                               | (9,000)                     |
| Total Transfers Out                                                                        | 0                                                 | (9,000)                                               | (9,000)                     |
| <b>Total Other Financing Sources<br/>and Uses</b>                                          | <b>0</b>                                          | <b>(9,000)</b>                                        | <b>(9,000)</b>              |
| Excess Revenues and Other<br>Financing Sources over/(under)<br>Expenditures and Other Uses | 237,749                                           | 374,085                                               | 611,834                     |
| <b>FUND BALANCE AT JUNE 30, 2024</b>                                                       | <b>\$879,890</b>                                  | <b>\$2,068,253</b>                                    | <b>\$2,948,143</b>          |

**PUBLIC HEARING AND CONSIDERATION OF APPROVAL AUTHORIZING THE GRAVEL ROAD CONVERSION TO HARD SURFACE PAVEMENT FOR WESTFIELD STREET. CMR 6-24-47**

Jacob Rushlow, Director of Public Services, explained that the City has a policy in place for converting gravel streets to paved surfaces. Consistent with that policy, the residents of Westfield Street signed a petition in spring 2023 and submitted that to the Engineering Department for such a conversion from gravel to pavement. Engineering staff performed some preliminary engineering and held an informational meeting in February 2024. After that meeting, three of the five property owners signed the second petition in favor of that conversion from gravel to a paved surface. As a result of the support for this proposal, a request for approval and authorization to move forward through this public hearing is before Council this evening.

Mayor Rich opened the public hearing. As no blue cards had been received indicating that any member of the public wished to speak on this matter, Mayor Rich closed the public hearing and brought the matter back to Council.

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby authorizes the conversion of Westfield Street from gravel to hard surface, and;

FURTHER RESOLVED, that the City staff identify a specific project schedule for this conversion consistent with the Capital Improvement Program and within the City's Local Road budget and accounting for any specific issues presented by this conversion.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**NEW BUSINESS**

**CONSIDERATION OF ADOPTING A RESOLUTION TO SUBMIT A BALLOT PROPOSAL TO THE VOTERS FOR THE AMENDMENT OF CITY CHARTER SECTION 2.05 REGARDING TERMS OF OFFICE OF CITY COUNCIL MEMBERS AND MAYOR.**

Steve Joppich, City Attorney, explained that the purpose of this proposal is to update language in the Charter so that there is no gap period between the end of a 2- or 4-year terms of office and the commencement of the next term of the newly elected or re-elected officials.

After approval this evening, the language will next go to the Attorney General's office and the Governor's office for review and then placement on the ballot for vote by the public as is required to amend the Charter.

Councilmember Knol added that this ballot language is to address a technical issue that occurred after the state-wide ballot initiative regarding election law passed in 2022, with the legislature offering further clarifications in 2023. Knol asked how information regarding this amendment to the charter will be communicated to the public.

City Manager Mekjian said that communication would go to the public via various means, including having an informational pamphlet available for the public, approaching the Council of Homeowners Associations, and through social media.

STATE OF MICHIGAN  
COUNTY OF OAKLAND  
CITY OF FARMINGTON HILLS

**RESOLUTION TO SUBMIT A BALLOT PROPOSAL TO THE VOTERS FOR THE  
AMENDMENT OF CITY CHARTER SECTION 2.05 REGARDING TERMS OF OFFICE OF  
CITY COUNCIL MEMBERS AND MAYOR**

**RESOLUTION NO. R-116-24**

At a regular meeting of the City Council of the City of Farmington Hills, County of Oakland, State of Michigan, held in the City Council Chambers on June 10, 2024, at 7:30 o'clock p.m., with those present and absent being:

PRESENT: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH

ABSENT: NONE

the following preamble and resolution were offered by Councilperson Bridges and supported by Councilperson Boleware:

WHEREAS, Section 2.05 of the City Charter currently states,

“Council members shall be elected at the odd-year general election. At each such election, three (3) council members and the mayor shall be elected. Each of the three (3) candidates for council member receiving the greatest number of votes *shall serve for a four-year term*, and the candidate for mayor receiving the greatest number of votes *shall serve for a two-year term*. No person may hold the office of mayor for more than two (2) successive terms. All council members elected at the odd year general election *shall take office effective at the first regularly scheduled council meeting following certification of the election.*”

WHEREAS, prior to recent amendments to state elections laws, elections of the City Council members and mayor have always been “certified” prior to the first regularly scheduled meeting of the City Council, but the changes to the election laws have resulted in elections of local officials not being certified for up to several weeks or longer after the election date, leaving questions as to whether the terms of the prior City Council members and mayor extend beyond the “four-year” and “two-year” terms stated in Section 2.05 such that City business can continue to be undertaken between the election date and certification of the election results; and

WHEREAS, to address the uncertainty created by the changes to the state election laws, City Council has determined and desires to submit to the electors a proposal to amend Section 2.05 of the City Charter to state that all council members elected at the odd year general election shall take office effective at the first council meeting held following certification of the

election, and shall serve until their successor is duly sworn in following election or until they are duly re-sworn in following re-election; and

WHEREAS, pursuant to Act No. 279 of the Public Acts of Michigan of 1909, the Home Rule Cities Act (HRCA), as amended, and pursuant to City Charter Sections 10.06 and 7.02.A., provisions of the City Charter may be amended for the above purpose by a Charter amendment proposal that has been approved by a majority vote of the electors of the City voting at a regular election or special election called for said purpose; and

WHEREAS, pursuant to the HRCA, a City Charter amendment may be proposed by the City Council on three-fifths (3/5) vote of its seated members.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Farmington Hills as follows:

- 1) The following proposition shall be submitted to the electors of the City at the regular election to be held on November 5, 2024:

PROPOSAL TO AMEND FARMINGTON HILLS CITY CHARTER  
PROVISIONS RELATING TO THE TERMS OF OFFICE  
OF THE CITY COUNCIL MEMBERS AND MAYOR

Shall Section 2.05 of the Farmington Hills City Charter be amended to provide that the City Council members and mayor shall serve until their successor is duly sworn in following election or until they are duly re-sworn in following re-election?

[ ] YES

[ ] NO

- 2) Upon adoption of the proposed amendment, Section 2.05 “Terms of Office” of the City Charter would be amended to read as follows:

“2.05. Terms of Office.

Council members shall be elected at the odd-year general election. At each such election, three (3) council members and the mayor shall be elected. Each of the three (3) candidates for council member receiving the greatest number of votes shall serve for a four-year term, and the candidate for mayor receiving the greatest number of votes shall serve for a two-year term. No person may hold the office of mayor for more than two (2) successive terms. All council members elected at the odd year general election shall take office effective at the first council meeting held following certification of the election and shall serve until their successor is duly sworn in following election or until they are duly re-sworn in following re-election.”

- 3) The City Clerk is hereby directed to post and publish the proposed City Charter amendment set forth in Section 2 of this Resolution in a newspaper of general circulation in the City in the manner prescribed by law, and to do all other things necessary to provide for the submission of



specifically designated purpose shall be included in a ballot question stating the nature of such purpose and the amount of ad valorem tax to be raised to fund such purpose; and

WHEREAS, pursuant to the HRCA, a City Charter amendment may be proposed by the Council on a three-fifths vote of its seated members; and

WHEREAS, the voters previously approved a Charter Amendment on November 4, 2014, amending the City Charter Tax Rate Limits to add a special tax rate of 2.0 mills for the special purposes of the improvement, rehabilitation, repair and maintenance of public roads, streets and road drainage within the City, which special tax rate is currently set to expire on June 30, 2025; and

WHEREAS, such Charter Amendment is incorporated as Section 7.02e of the City Charter; and

WHEREAS, considering the City's current and forecasted fiscal circumstances, and in an effort to continue to provide and enhance the current level of service to the public related to the City's improvement, rehabilitation, repair and maintenance of public roads, streets and road drainage within the City, the City Council has determined that it is necessary and appropriate to submit a proposal to the voters for a renewal of this additional tax at the original rate for the special purpose of the improvement, rehabilitation, repair and maintenance of public roads, streets and road drainage within the City, at the regular election to be held on November 5, 2024.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Farmington Hills as follows:

- 1) The following proposition shall be submitted to the electors of the City at the regular election to be held on November 5, 2024:

CITY OF FARMINGTON HILLS  
CHARTER AMENDMENT  
PUBLIC ROADS AND STREETS MILLAGE

Shall Section 7.02e of the Farmington Hills City Charter be amended to allow a renewal of the previous voter-approved additional special tax rate for purposes of the improvement, rehabilitation, repair and maintenance of public roads, streets and road drainage within the City by authorizing the City to levy a millage in the amount of 2.0 mills (being \$2 per \$1,000 of taxable value) for a period of ten years, starting with the July 2025 levy and resulting in the authorization to collect an estimated \$9,000,000 in the first year if approved and levied?

[ ] YES

[ ] NO

- 2) Upon adoption of the proposed amendment, Section 7.02e "Special Tax Rate for Public Roads and Streets" of the City Charter would be amended to read as follows:



**AMENDED WATER SUPPLY RATES**

**RESOLUTION NO. R-118-24**

**WHEREAS**, the Oakland County Water Resources Commissioner (WRC) has performed a review of the finances for the City of Farmington Hills water supply system including the cost to purchase water from the Great Lakes Water Authority, the cost for WRC to operate and maintain the water supply system, and reserve funds including a capital improvement reserve, an emergency maintenance reserve, and a major maintenance reserve; and

**WHEREAS**, in a letter dated June 4, 2024, the Oakland County Water Resources Commissioner has recommended that water supply rates be established for the next fiscal year effective July 1, 2024; and

**WHEREAS**, the water consumption charge has increased \$3.58 from \$49.02 per Mcf to \$52.60 per Mcf; and

**WHEREAS**, the minimum quarterly charge has been established at \$84.16 plus a meter maintenance fee based upon an assigned use of 1.6 Mcf; and

**NOW, THEREFORE, BE IT RESOLVED** that the rates of \$52.60 per Mcf for water consumption, and \$84.16 for a minimum quarterly charge for the City of Farmington Hills Water Supply System be established effective July 1, 2024 for all users of the City of Farmington Hills Water Supply System.

YEAS: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH

NAYS: NONE

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN     )  
                                          )  
COUNTY OF OAKLAND    )

**CONSIDERATION OF ADOPTING A RESOLUTION ESTABLISHING SEWER RATES FOR FISCAL YEAR 2024/2025. CMR 6-24-49**

Tammy Gushard, Assistant to the Director of Public Services, explained that before Council is a resolution for consideration establishing sewer rates for FY 2024/25. The sewer rates proposed are the same as discussed with Council at their May 13, 2024 study session and the recommendation is for an increase from \$53.00 to \$56.19 per thousand cubic feet of water used. This equates to an increase of \$5.10 per quarter for the minimum sewer bill customer and an increase of \$12.76 per quarter for the average sewer bill customer.

**CITY OF FARMINGTON HILLS  
AMENDED SEWAGE DISPOSAL RATES**

**RESOLUTION NO. R-119-24**

**WHEREAS**, the County of Oakland, through its Oakland County Water Resources Commissioner, under the Michigan Constitution of 1963, Article 7, § 28, and the Urban Cooperation Act of 1967, on September 27, 2018, entered into contract with the City of Farmington Hills for the construction, operation, and maintenance of the Farmington Sewage Disposal System; and

**WHEREAS**, the City shall provide, by proper ordinance or resolution for the sewage disposal rate to be charged to all premises within the City connected to the Farmington Sewage Disposal System; and

**WHEREAS**, the City of Farmington Hills was notified by the Oakland County Water Resources Commissioner, that sewage disposal charges for the Evergreen-Farmington Sanitary Drain Drainage District would increase effective for use on and after July 1, 2024 and the Gross Pollutant Surcharge and the Industrial Waste Control (IWC) charges approved the Great Lakes Water Authority (GLWA) would also go into effect on July 1, 2024; and

**WHEREAS**, the Oakland County Water Resources Commissioner (WRC) has performed a review of the finances for the Farmington Hills Sewage Disposal System including the cost for disposal to the Great Lakes Water Authority, the charges for operation and maintenance of the Evergreen – Farmington Sewage Disposal System, the cost for WRC to operate and maintain the City’s sewage disposal system, and reserve funds including an emergency reserve, capital improvement reserve, and a major maintenance reserve; and

**WHEREAS**, in a letter dated June 4, 2024, the Oakland County Water Resources Commissioner, as operating agency for the City, recommended that sewage disposal rates be established effective July 1, 2024; and

**WHEREAS**, the sewage disposal charge has increased \$3.19 from \$53.00 per Mcf to \$56.19 per Mcf; and

**WHEREAS**, the minimum quarterly charge has been established at \$89.90 based upon an assigned use of 1.6 Mcf; and

**WHEREAS**, the flat rate quarterly charge has been established at \$224.76 for sewer users that do not have a water meter based upon an assigned use of 4.0 Mcf; and

**NOW, THEREFORE, BE IT RESOLVED** that the rates of \$56.19 per Mcf for sewage disposal, \$89.90 for a minimum quarterly charge and \$224.76 for the flat rate quarterly charge for the Farmington Hills Sewage Disposal System be established effective July 1, 2024 for all users of the Farmington Hills Sewage Disposal System and the Great Lakes Water Authority (GLWA) gross Pollutant Surcharge and the IWC charges be established in accordance with the following until further notification from GLWA on the net charges:

1. **Pollutant Surcharge**

A Pollutant Surcharge shall be levied against industrial and commercial customers contributing sewage to the system with concentrations of pollutants exceeding the levels described as follows:

- A. 275 milligrams per liter (mg/l) of Biochemical Oxygen Demand (BOD).
- B. 350 milligrams per liter (mg/l) of Total Suspended Solids (TSS).
- C. 12 milligrams per liter (mg/l) of Phosphorus (P).

D. 100 milligrams per liter (mg/l) of Fats, Oils & Grease (FOG).

| <u>Amounts of Pollutant Surcharge</u> | <u>Total Charge Per<br/>Pound of Excess Pollutants</u> |
|---------------------------------------|--------------------------------------------------------|
| Biochemical Oxygen Demand (BOD)       | \$0.392                                                |
| Total Suspended Solids (TSS)          | 0.525                                                  |
| Phosphorus (P)                        | 7.571                                                  |
| Fats, Oils & Grease (FOG)             | 0.125                                                  |

It is assumed that normal domestic customers do not contribute sewage with concentrations of pollutants exceeding the above levels, therefore, the Pollutant Surcharge will not apply to domestic customers. Further, restaurants shall be exempt from Pollutant Surcharge per Federal Court Order, "Second Interim Order," dated July 10, 1981.

2. **Industrial Waste Control**

Based on the size of the water meter, actual or assigned, each non-residential user of the system shall pay a monthly Non-residential Surcharge in accordance with the following schedule:

| <u>Meter Size</u> | <u>Industrial Waste<br/>Control (I.W.C.) Charge</u> |
|-------------------|-----------------------------------------------------|
| 5/8"              | \$3.72                                              |
| 3/4"              | 5.58                                                |
| 1"                | 9.30                                                |
| 1-1/2"            | 20.46                                               |
| 2"                | 29.76                                               |
| 3"                | 53.94                                               |
| 4"                | 74.40                                               |
| 6"                | 111.60                                              |
| 8"                | 186.00                                              |
| 10"               | 260.40                                              |
| 12"               | 297.60                                              |
| 14"               | 372.00                                              |
| 16"               | 446.40                                              |
| 18"               | 520.80                                              |

YEAS: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH

NAYS: NONE

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN     )  
                                           )  
 COUNTY OF OAKLAND    )

**CONSIDERATION OF APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS.**

MOTION by Bridges, support by Boleware, that the City Council of Farmington Hills hereby confirms the Mayor's recommendation to appoint the following individuals to various City Boards and Commissions:

**Commission on Community Health**

|                    |                                   |                                         |
|--------------------|-----------------------------------|-----------------------------------------|
| Everald Leon Small | <b>Length of Term:</b><br>3 Years | <b>Term ending:</b><br>February 1, 2027 |
|--------------------|-----------------------------------|-----------------------------------------|

Everald will fill the regular vacancy left by Andrea Anderson who resigned.

**Farmington Area Arts Commission**

|             |                                          |                                         |
|-------------|------------------------------------------|-----------------------------------------|
| Craig Nowak | <b>Length of Term:</b><br>Unexpired Term | <b>Term ending:</b><br>February 1, 2027 |
|-------------|------------------------------------------|-----------------------------------------|

Craig was appointed as a regular member in April 2024, at the request of the Arts Commission, he will switch seats with Nora Mason and be appointed to the alternate seat.

|            |                                          |                                         |
|------------|------------------------------------------|-----------------------------------------|
| Nora Mason | <b>Length of Term:</b><br>Unexpired Term | <b>Term ending:</b><br>February 1, 2025 |
|------------|------------------------------------------|-----------------------------------------|

Nora was appointed as an alternate member in May 2022, at the request of the Arts Commission, she will switch seats with Craig Nowak and be appointed to the regular seat.

MOTION CARRIED 7-0.

**CONSENT AGENDA**

**RECOMMENDED APPROVAL OF SETTING THE FEE FOR MARRIAGES PERFORMED BY THE MAYOR. CMR 6-24-50**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby sets the Marriage Fee at \$175 for all future weddings.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF ADOPTING A RESOLUTION FOR ACCEPTANCE OF THE GREENING STREET RIGHT-OF-WAY TO THE CITY'S LOCAL STREET SYSTEM. CMR 6-24-51**

**CITY OF FARMINGTON HILLS  
OAKLAND COUNTY, MICHIGAN**

**RESOLUTION R-122-24**

**ADDITION TO CITY STREET SYSTEM**

At a regular meeting of the Council of the City of Farmington Hills, Oakland County, Michigan, held at the City Hill on the 10<sup>th</sup> of June, 2024, at 7:30 pm, Eastern Standard Time.



Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
 Nays: NONE  
 Absent: NONE  
 Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF ANNUAL BID WAIVERS AND AWARDS FOR FISCAL YEAR 2024/2025. CMR 6-24-52**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby authorizes the City Manager to issue purchase orders for the following budgeted products and services for fiscal year 2024/25:

| <b>VENDOR</b>                               | <b>COMMODITY</b>                                                          | <b>DEPT.</b>  | <b>JUSTIFICATION</b>                                                   | <b>LAST BID CONTRACT</b> | <b>EST. ANNUAL AMOUNT</b> |
|---------------------------------------------|---------------------------------------------------------------------------|---------------|------------------------------------------------------------------------|--------------------------|---------------------------|
| Accruent Systems                            | Facility Maintenance Software                                             | All           | O.E.M. vendor/ Bid OMNIA Partners                                      | Current                  | \$26,000                  |
| Adobe Authorized Resellers                  | PDF Imaging & forms licensing                                             | All           | OMNIA Partners, State of MI/REMC/NASPO contracts (or less)             | Current                  | \$25,000                  |
| Amazon                                      | Miscellaneous Supplies & Equipment                                        | All           | OMNIA Partners                                                         | Current                  | \$150,000                 |
| Autodesk Authorized resellers               | AutoCAD & Fusion 360 Computer Aided Design licensing                      | DPS & SS      | OMNIA Partners, State of MI/REMC/NASPO (or less) Cooperative contracts | Current                  | \$16,000                  |
| BS&A                                        | Equalizer, Tax, Permits, Cash receipting software maintenance/updates     | DPCD, Finance | Sole Source O.E.M. vendor/ Original bid                                | N/A                      | \$45,000                  |
| Cummins Sales & Services                    | Miscellaneous service, repairs and parts                                  | DPW           | O.E.M. vendor                                                          | N/A                      | \$40,000                  |
| Dell & Hewlett Packard authorized resellers | Software licenses, Computer Equipment, printers, peripherals & consulting | All           | OMNIA Partners, State of MI/REMC/NASPO (or less) Cooperative contracts | Current                  | \$125,000                 |
| DSS Corporation                             | Equature 911 Dispatch, recording software and Support                     | Police        | O.E.M. vendor                                                          | Current                  | \$11,000                  |

| <b>VENDOR</b>                                                    | <b>COMMODITY</b>                                           | <b>DEPT.</b> | <b>JUSTIFICATION</b>                                       | <b>LAST BID CONTRACT</b> | <b>EST. ANNUAL AMOUNT</b> |
|------------------------------------------------------------------|------------------------------------------------------------|--------------|------------------------------------------------------------|--------------------------|---------------------------|
| ESRI                                                             | GIS licensing/maintenance and support                      | All          | State of MI contract                                       | Current                  | \$18,000                  |
| Eden Systems/Tyler Technologies                                  | Financial software maintenance/updates                     | All          | Sole Source O.E.M. vendor/ Original bid                    | N/A                      | \$92,000                  |
| Faster Solutions                                                 | CCG Faster Fleet Maintenance Software                      | DPW          | O.E.M. vendor                                              | Current                  | \$12,000                  |
| Global Solutions                                                 | Laserfiche & Related Software Document Management systems. | All          | O.E.M. vendor                                              | Current Expires 2028     | \$60,000                  |
| Gordian Company                                                  | Facilities Capital & Job Costing Software                  | All          | O.E.M. vendor/ Bid OMNIA Partners                          | Current                  | \$17,000                  |
| Grainger                                                         | Mechanical, Industrial and Janitorial Supplies             | All          | State of MI contract                                       | Current                  | \$100,000                 |
| Harrell's & HD Supply                                            | Fertilizer & Grounds Maintenance supplies                  | Parks & Golf | OMNIA Partners Contract(Cooperative )                      | Current                  | \$15,000                  |
| Hart Intercivic                                                  | Election supplies & equipment                              | City Clerk   | State & County Bid Contract                                | Contract                 | \$35,000                  |
| Home Depot                                                       | Maintenance & Hardware Supplies                            | All          | OMNIA Partners National Contract                           | Current                  | \$30,000                  |
| Kiesler Police Supply/Michigan Police Equipment & Vance Outdoors | Training & Duty Ammunition                                 | Police       | State of Michigan Contracts                                | Current                  | \$40,000                  |
| Kone Elevators                                                   | Elevator Maintenance & Repair                              | All          | OMNIA Partners Contract                                    | Current                  | \$25,000                  |
| LiquidSprings                                                    | Parts for Fire & EMS vehicles                              | DPW          | O.E.M. vendor                                              | N/A                      | \$15,000                  |
| MacQueen Emergency Equipment                                     | Parts for Fire & EMS vehicles                              | DPW          | O.E.M. vendor                                              | N/A                      | \$20,000                  |
| Microsoft authorized resellers                                   | Microsoft Software Licensing/Maintenance & Support         | All          | OMNIA Partners, State of MI/REMC/NASPO contracts (or less) | Current                  | \$250,000                 |

| <b>VENDOR</b>                      | <b>COMMODITY</b>                                                                  | <b>DEPT.</b>     | <b>JUSTIFICATION</b>                                            | <b>LAST BID CONTRACT</b> | <b>EST. ANNUAL AMOUNT</b> |
|------------------------------------|-----------------------------------------------------------------------------------|------------------|-----------------------------------------------------------------|--------------------------|---------------------------|
| MobilEyes                          | Fire Inspection Software Support                                                  | Fire             | O.E.M. vendor                                                   | Current                  | \$12,000                  |
| National Restoration               | Tuckpointing, Concrete Restoration and Repair                                     | All              | Oakland County G2G Bid Contract                                 | Current                  | \$50,000                  |
| Oakland County                     | CLEMIS radio, electronic, radar, IT services & Police equipment installs          | Police Fire      | CLEMIS system services including installations                  | Current Agreement        | \$250,000                 |
| People Driven Technology           | Virtual Desktop Infrastructure Equipment, Security Software Maintenance & Support | All              | Oakland County G2G Bid Contract                                 | Current                  | \$150,000                 |
| Printing Systems & Election Source | Election Supplies & Ballots                                                       | City Clerk       | Oakland & State of Michigan County Contract                     | Current                  | \$40,000                  |
| Rosenbauer South Dakota LLC        | Parts for Fire & EMS vehicles                                                     | DPW              | O.E.M. vendor                                                   | N/A                      | \$30,000                  |
| TAPCO, Inc.                        | Sign Shop Supplies                                                                | DPW              | OMNIA Partners Contract                                         | Current                  | \$20,000                  |
| TelNet Group                       | Phone equipment, software licensing maintenance & support                         | IT               | O.E.M. vendor                                                   | Current                  | \$25,000                  |
| Telus Communications               | AVL Access Fees                                                                   | DPW              | Sole Source O.E.M. vendor/ Original bid                         | N/A                      | \$15,000                  |
| Tire Hub                           | Tires                                                                             | DPW              | State Bid Contract                                              | Current                  | \$60,000                  |
| Vermont Systems                    | Recreation software maintenance/updates                                           | Special Services | Sole Source O.E.M. vendor/ Original bid                         | N/A                      | \$40,000                  |
| VMware authorized resellers        | Network Virtualization software maintenance/updates & consulting                  | IT               | G2G, OMNIA Partners, State of MI/REMC/NASPO contracts (or less) | Current                  | \$65,000                  |
| Watch Guard                        | In-Car Camera System                                                              | Police           | Clemis/Oakland County                                           | Current                  | \$50,000                  |
| Zoho Corporation                   | Endpoint Security, Service Desk, Password Management &                            | IT               | O.E.M vendor -Sole Source                                       | Current                  | \$25,000                  |

| <b>VENDOR</b> | <b>COMMODITY</b>       | <b>DEPT.</b> | <b>JUSTIFICATION</b> | <b>LAST BID<br/>CONTRACT</b> | <b>EST.<br/>ANNUAL<br/>AMOUNT</b> |
|---------------|------------------------|--------------|----------------------|------------------------------|-----------------------------------|
|               | Ticketing applications |              |                      |                              |                                   |

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
 Nays: NONE  
 Absent: NONE  
 Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF THE DTE ENERGY LINE EXTENSION AGREEMENT.  
 CMR 6-24-53**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby authorizes the City Manager to sign the attached DTE Energy Line Extension Agreement; and

IT IS FURTHER RESOLVED, the Farmington Hills City Council authorize the City Manager to sign any future DTE Energy Line Extension Agreements, subject to approval of the terms by the City Attorney.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
 Nays: NONE  
 Absent: NONE  
 Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF GRANTING AN EASEMENT TO DTE ELECTRIC  
 COMPANY ON THE CITY HALL CAMPUS PROPERTY. CMR 6-24-54**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby authorizes the City Manager to sign the attached DTE Electric Company Overhead and Underground Easement document for a 12 foot wide easement on the City Hall Campus properties.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
 Nays: NONE  
 Absent: NONE  
 Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF GRANTING AN EASEMENT TO DTE ELECTRIC  
 COMPANY ON THE FIRE STATION #4 PROPERTY. CMR 6-24-55**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby authorizes the City Manager to sign the attached DTE Electric Company Overhead and Underground Easement document for a 12 foot wide easement on the Fire Station #4 property.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF DESIGNATION OF CITY DEPOSITORIES. CMR 6-24-56**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills approves the following brokers, dealers, safekeeping institutions, pooled accounts and banks:

**Brokers/Dealers/Safekeeping:**

|                                  |                              |
|----------------------------------|------------------------------|
| Comerica Securities              | Fifth Third Securities       |
| Huntington Capital Markets       | J.P. Morgan Securities LLC   |
| KeyBanc Capital Markets          | PNC Financial Services Group |
| Raymond James & Associates, Inc. | Robinson Capital             |
| UBS Financial Services, Inc.     |                              |

**Pooled Accounts:**

|                                                            |
|------------------------------------------------------------|
| Michigan CLASS / Public Trust Advisors, LLC                |
| Oakland County / Local Governmental Investment Pool (LGIP) |

**Banks:**

|                      |                      |
|----------------------|----------------------|
| Bank of America      | Chemical Bank        |
| CIBC Bank            | Comerica Bank        |
| Fifth Third Bank     | Flagstar Bank        |
| Huntington Bank      | JP Morgan Chase Bank |
| First Merchants Bank | PNC Bank             |
| TCF Bank             | Independent Bank     |
| Community Unity Bank |                      |

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF A REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A SEASONAL GOLF LABORER.**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills approves an employment request per Section 10.01A of the City Charter for Blake Bean as a Seasonal Golf

Laborer for the Special Services Department. Blake is related to Maggie Bean, who is a Camp Counselor for the Department of Special Services.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF A REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A BUILDING ASSISTANT – THE HAWK.**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills approves an employment request per Section 10.01A of the City Charter for Rashad Williams as a Building Assistant - The Hawk for the Special Services Department. Rashad is related to Teneille Lamont, who is a Department Aide for Special Services.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF A REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR AN ARCHERY INSTRUCTOR.**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills approves an employment request per Section 10.01A of the City Charter for Matthew Rose as an Archery Instructor for the Special Services Department. Matthew is related to Dave Rose, who is an Archery Instructor for the Special Services Department.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF AWARD OF CONTRACT FOR THE CITY HALL SECURITY AND SAFETY ENHANCEMENTS PROJECT TO JG MORRIS JR. INC., IN THE AMOUNT OF \$75,500. CMR 6-24-57**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby approves the City Hall Security and Safety Enhancements Project be awarded to the lowest qualified bidder, JG Morris Jr. Inc., in the amount of \$75,500 (\$68,650.00 bid + \$6,850 contingency for unforeseen change orders).

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF AWARD OF BID FOR THE SHADE STRUCTURE PROJECT AT THE HAWK TO DANICA SERVICE GROUP LLC IN AN AMOUNT NOT TO EXCEED \$30,921. CMR 6-24-58**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby authorizes the City Manager to issue a purchase order for the shade structure project at The Hawk to DANICA Service Group LLC in an amount not to exceed \$30,921.00 (\$28,110.00 + \$2,811.00 contingency).

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF AWARD OF BID FOR THE 2024 AS NEEDED CATCH BASIN STABILIZATION SERVICES TO HAVENER TECH IN THE AMOUNT NOT-TO-EXCEED THE ANNUAL BUDGETED AMOUNT, WITH EXTENSIONS. CMR 6-24-59**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby authorizes the City Manager to approve the required contract and purchase orders to Havener Tech for the 2024 As-Needed Catch Basin Stabilization Services in the amount not-to-exceed the annual budgeted amount, with one or more administration approved extensions not-to-exceed a total of four (4) years.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF AWARD OF PURCHASE FOR THE REPLACEMENT AND INSTALLATION OF AN INGROUND TRUCK LIFT AT THE DPW GARAGE TO ALLIED, INC. IN THE AMOUNT OF \$205,282. CMR 6-24-60**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby authorizes the City Manager to issue a purchase order with Allied, Inc. of Ann Arbor, Michigan in the amount of \$205,282.00 (\$186,620.00 bid + 10% contingency for unforeseen change orders) for the purchase and installation of a heavy-duty truck lift.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF PURCHASE OF TWO JOHN DEERE 2400 TRIPLEXES FOR FARMINGTON HILLS GOLF CLUB MAINTENANCE TO DEERE & COMPANY IN THE AMOUNT OF \$87,713.78. CMR 6-24-61**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby authorizes the City Manager to approve a purchase order in the amount of \$87,713.78 for two (2) John Deere 2400 Triplexes, to Deere & Company and to take delivery of the equipment via Revels Turf & Tractor as an authorized dealer.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF CITY COUNCIL SPECIAL STUDY SESSION MEETING MINUTES OF MAY 7, 2024.**

MOTION by Bruce, support by Knol, that the City Council of Farmington Hills hereby approves the special study session meeting minutes of May 7, 2024.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: DWYER

MOTION CARRIED 6-0-0-1.

**RECOMMENDED APPROVAL OF CITY COUNCIL STUDY SESSION MEETING MINUTES OF MAY 13, 2024.**

MOTION by Bruce, support by Knol, that the City Council of Farmington Hills hereby approves the study session meeting minutes of May 13, 2024.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: BRIDGES

MOTION CARRIED 6-0-0-1.

**RECOMMENDED APPROVAL OF CITY COUNCIL REGULAR SESSION MEETING  
MINUTES OF MAY 13, 2024.**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby approves the regular meeting minutes of May 13, 2024.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**RECOMMENDED APPROVAL OF CITY COUNCIL BUDGET STUDY SESSION MEETING  
MINUTES OF MAY 15, 2024.**

MOTION by Knol, support by Boleware, that the City Council of Farmington Hills hereby approves the budget study session meeting minutes of May 15, 2024.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: BRUCE

MOTION CARRIED 6-0-0-1.

**RECOMMENDED APPROVAL OF CITY COUNCIL BUDGET STUDY SESSION MEETING  
MINUTES OF MAY 16, 2024.**

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby approves the budget study session meeting minutes of May 16, 2024.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL AND RICH  
Nays: NONE  
Absent: NONE  
Abstentions: NONE

MOTION CARRIED 7-0.

**ADDITIONS TO AGENDA**

There were no additions to the agenda.

**PUBLIC COMMENTS**

Mayor Rich reviewed the process and rules relative to public comment.

Regarding installation of SiFi infrastructure

Frank and Sandy Frederick distributed information including pictures to Council regarding placement of an approximately 10'-long SiFi box in the right-of-way at their property. This had not been communicated in advance, and the box looked like a commercial equipment in front of their landscaped property. They asked to have the box moved; there were many choices for an alternative location.

In response, Assistant City Manager Mondora met with the Frederick's outside chambers.

Supporting the policy not to issue proclamations regarding diverse situations throughout the world:

Richard Lerner, Farmington Hills

Erit Gill, Farmington Hills

Supporting a request for a City proclamation calling for a cease fire in the Israeli/Hamaz-Gaza conflict:

Sophie

Melina Paratsakis, Farmington Hills

Mandy Leigh

Angela Burnham

Heather Burnham

Erik Shelley

Joe Schree

Approximately 12 who did not give their name.

Specifically speaking in support of the Mayor and Council:

Pam Gerald, Farmington Hills

Angie Smith, Farmington Public Schools Board Member

Eric Ten

Ryan Donavan

**CITY ATTORNEY REPORT**

The City Attorney report was received by Council.

**ADJOURNMENT**

The regular session City Council meeting adjourned at 9:59PM.

Respectfully submitted,

Carly Lindahl, City Clerk