

AGENDA
CITY COUNCIL MEETING
MAY 22, 2023 – 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 on any agenda item other than an advertised public hearing issue must complete and turn in to the City Clerk a blue, Public Participation Registration Form (located in the wall rack by the south door entering the council chambers).

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

STUDY SESSION (No Study Session Meeting Scheduled for May 22, 2023)

REGULAR SESSION MEETING

CALL REGULAR SESSION MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

1. Approval of regular session meeting agenda
2. Recognition of 2022 Outstanding Employees and Police Officer and Firefighter of the year
3. Proclamation recognizing May 21 – 27, 2023 as [National Public Works Week](#)
4. Proclamation recognizing June 2, 2023 as [National Gun Violence Awareness Day](#)
5. Proclamation recognizing May 2023 as [Mental Health Awareness Month](#)

CORRESPONDENCE

CONSENT AGENDA - (See Items No. 9 - 23)

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

PUBLIC QUESTIONS AND COMMENTS

Limited to five (5) minutes for any item of City business not on the agenda.

COUNCIL MEMBERS COMMENTS AND ANNOUNCEMENTS

CITY MANAGER UPDATE

PUBLIC HEARING:

6. Public hearing and consideration of the INTRODUCTION of an ordinance amending City Code, Chapter 34, "Zoning", to amend the official Zoning Map in order to rezone the property located at 29400 Orchard Lake Road from B-4, Planned General Business District to B-3, General Business District; [Rezoning Request 1-2-2023](#).

7. Public hearing and consideration of Amendment to Planned Unit Development Plan 2, 2023, including Revised Site Plan 59-5-2022 located at [27400 Twelve Mile Road](#).

UNFINISHED BUSINESS:

8. Recommended approval of award of proposal for As Needed Media Buying and Consulting Services to Emerald Media for one year for up to \$150,000, with option to renew. (POSTPONED FROM 3-20-23) [CMR 5-23-59](#)

CONSENT AGENDA:

9. Recommended adoption of a resolution for [Election Inspector compensation](#) increases effective for the November 7, 2023 General Election.
10. Recommended adoption of a resolution for reimbursement of eligible expenses related to the Oakland County West Nile Virus Fund Program. [CMR 5-23-60](#)
11. Recommended approval of award of bid for the 2023 Overbanding Program to Wolverine Sealcoating, LLC in an amount not to exceed \$176,400 per year, with possible extensions. [CMR 5-23-61](#)
12. Recommended approval of award of bid for the 2023 Joint and Crack Sealing Program to Michigan Joint Sealing, Inc. in an amount not to exceed \$94,250 per year, with possible extensions. [CMR 5-23-62](#)
13. Recommended approval of award of bid for Enclosed Equipment Landscape Trailer to Kelley & Sons Trailers in the amount of \$18,488. [CMR 5-23-63](#)
14. Recommended approval of award of bid for As Needed Plumbing at City Facilities to Thomas Lane Plumbing in the estimated amount of \$55,000 per year, with possible extensions. [CMR 5-23-64](#)
15. Recommended approval of bid for the purchase and installation of window treatment (shades) at The Hawk to Baker Blinds & Vesalia Home in an amount not to exceed \$18,562.17. [CMR 5-23-65](#)
16. Recommended approval of purchase and installation of an ADA Lift at the Costick Center with Baruzzini Aquatics in the amount of \$13,790. [CMR 5-23-66](#)
17. Recommended approval of a Special Event Permit for the 12th Annual [Cipriano Classic 5K Race](#) to be held on Friday, June 19, 2023.
18. Recommended approval of a Special Event Permit for the Farmington Area [Juneteenth Celebration](#) to be held on Friday, June 16, 2023 and Monday, June 19, 2023.
19. Recommended approval of the 2023 High Intensity Drug Trafficking Area (HIDTA) Oakland County Subrecipient Agreement. [CMR 5-23-67](#)
20. Recommended approval of [request for employment](#) under Section 10.01A of the City Charter for a DPW Seasonal Laborer.
21. Recommended approval of [request for employment](#) under Section 10.01A of the City Charter for a Hawk Concessions Attendant.
22. Recommended approval of [request for employment](#) under Section 10.01A of the City Charter for a Camp Instructor.
23. Recommended approval of City Council [regular session meeting minutes](#) of May 8, 2023.

ADDITIONS TO AGENDA

ADJOURNMENT

Respectfully submitted,

Pamela B. Smith, 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.



PROCLAMATION

National Public Works Week

May 21 – 27, 2023

“Connecting the World Through Public Works”

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and successful communities such as the City of Farmington Hills; and

WHEREAS, National Public Works Week recognizes the people who provide and maintain the services collectively known as public works, which are an integral part of the health, safety, high quality of life, and well-being in the everyday lives of Farmington Hills residents; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water supply, sanitary sewers, roadways, public buildings and properties, signage, traffic control, and solid waste collection and recycling; and

WHEREAS, the health, safety, and comfort of this community all depend upon the effectiveness of public works programs and the vital contributions and daily service of the dedicated and hard-working professionals of the City’s Public Services Department and the Division of Public Works; and

WHEREAS, this year’s theme, "Connecting the World Through Public Works," illustrates how public works connects us all through infrastructure and service, enhancing the quality of life for the communities these professionals serve; and

WHEREAS, National Public Works Week was instituted by the American Public Works Association as a public education campaign designed to call attention to the importance of public works in the lives of present and future generations.

NOW, THEREFORE, BE IT RESOLVED that I, Vicki Barnett, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim May 21 – 27, 2023 as **National Public Works Week** in the City of Farmington Hills and call upon all citizens to recognize and acknowledge the vital services provided daily by the City’s public works professionals to maintain the high quality of life in Farmington Hills.

A handwritten signature in black ink that reads "Vicki Barnett".

Vicki Barnett, Mayor



PROCLAMATION

National Gun Violence Awareness Day

June 2, 2023

Recognizing Gun Safety Initiatives in Farmington Hills

- WHEREAS,** National Gun Violence Awareness Day is celebrated annually on the first Friday in June to honor and remember all victims and survivors of gun violence and to declare that we must do more to reduce gun violence in our country; and
- WHEREAS,** citizens are encouraged to wear orange, the color worn by hunters and gun violence safety activists on Gun Violence Awareness Day to bring attention to gun deaths, which take many forms including suicide, homicide, domestic violence, and unintentional shootings; and
- WHEREAS,** the City of Farmington Hills is working to end senseless gun violence with evidence-based solutions and encourages responsible gun ownership that complies with State legislation requiring all handguns to be registered with a Police Department; and
- WHEREAS,** gun safety and firearms security are issues of great concern in our City and the Farmington Hills Police Department encourages all gun owners to properly secure their firearms and store them in areas not accessible to children; and
- WHEREAS,** any adult resident of Farmington Hills may obtain a free gun lock from the Police Department's front lobby Command Desk, 24 hours a day, 365 days a year through the City and County-Wide Gun Safety Lock Give-Away Programs; and
- WHEREAS,** the City also seeks to protect public safety by acknowledging that mental illness is a strong component of gun violence and encourages those with violent or suicidal thoughts to seek help and find support through the vast network of resources available to our residents such as Farmington SAFE (Suicide Awareness for Everyone).

NOW, THEREFORE, BE IT RESOLVED that I, Vicki Barnett, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim June 2, 2023 as **Gun Violence Awareness Day** in the City of Farmington Hills and call upon our citizens to help save lives by taking steps to prevent the tragedy of gun violence and encourage everyone to seek help rather than turn to violence and harm innocent members of society.

A handwritten signature in black ink that reads 'Vicki Barnett'.

Vicki Barnett, Mayor



PROCLAMATION
Mental Health Awareness Month
May 2023

- WHEREAS,** mental health is important for our individual well-being and vitality, as well as that of our families, communities, and businesses; and
- WHEREAS,** younger adults, racial/ethnic minorities, essential workers, and adult caregivers report having disproportionately worse mental health outcomes, increased substance use, and elevated suicidal ideation since the isolation and trauma of the COVID-19 pandemic; and
- WHEREAS,** two in five adults report anxiety and depression, and two in five teens describe experiencing persistent sadness or hopelessness, exacerbated by social media, bullying, and gun violence; and
- WHEREAS;** drug overdose deaths are near record highs, and suicide is the second leading cause of death among young people; and
- WHEREAS,** mental illness is a biologically based brain disorder that cannot be overcome through willpower and is not related to a person's character or intelligence; and
- WHEREAS,** mental health recovery not only benefits individuals with mental health disorders by focusing on their abilities to live, work, learn, and fully participate and contribute to our society, but also enriches the culture of our community life.

NOW, THEREFORE, BE IT RESOLVED that I, Vicki Barnett, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim May 2023 as **Mental Health Awareness Month** and call upon our citizens, government agencies, public and private institutions, businesses, and schools to help increase awareness and understanding of mental illness and recognize the need for increased access to mental health care services in order to promote recovery and facilitate full and happy lives.

Vicki Barnett

Vicki Barnett, Mayor



Inter-Office Correspondence

DATE: May 22, 2023
TO: Gary Mekjian, City Manager
FROM: Charmaine Kettler-Schmult, Director of Planning and Community Development
SUBJECT: Rezoning Request – ZR 1-2-2023

Request: Approval of Rezoning Request – ZR 1-2-2023
Applicant: Frank Jamil
Owner: Amira Plaza, LLC
Sidwell: 22-23-11-101-003
Zoning: B-4, Planned General Business
Master Plan: Shopping Center Type Business
Location: 29400 Orchard Lake Road – East side of Orchard Lake Road, just south of Thirteen Mile Road

Description:

The applicant has submitted for City Council consideration a **request to rezone** the 0.72-acre subject property from **B-4, Planned General Business** to **B-3, General Business**. The subject property is presently developed with a small commercial strip mall and parking area.

As the Zoning Ordinance does *not* require that a specific proposal for redevelopment of the property be provided with an application for rezoning, the applicant has provided a site plan depicting the existing conditions on the property. During the public hearing at the Planning Commission's April 20, 2023, meeting, the applicant, planning staff, and the Commission acknowledged that B-3 zoning would generally afford the property with a history of vacancy more flexibility in terms of permitted uses than the existing B-4 zoning does.

For context, the following sixteen (16) uses are permitted within B-3, General Business but *not* B-4, Planned General Business:

- Automobile repair
- Bus passenger stations
- Business in the character of a drive-in or open front store

- Commercial kennels
- Commercially used outdoor recreational space for children’s amusement parks, carnivals, miniature golf courses, tennis courts
- Dance hall or catering hall when conducted within a completely enclosed building
- Data processing, computer centers
- Drive-in restaurants
- Gasoline service stations
- Indoor health and fitness studio and instructional dance studio
- Lawn mower sales or service
- New or used car salesroom, showroom or office when the main use is carried on within a building with open air display of vehicles as accessory
- Outdoor space for the sale or rental of new or used motor vehicles, trailers, mobile homes, boats, recreational vehicles and other similar products
- Public buildings, public utility buildings, telephone exchange buildings, electric transformer stations and substations without storage yards; gas regulator stations with service yards, but without storage yards; water and sewage pumping stations
- Tire, battery and accessory sales
- Vehicle wash

The Commission concluded that the rezoning request would not result in spot zoning, as the subject property abuts B-3 presently, and that it is consistent with the Master Plan.

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

Procedural Background:

- March 16, 2023 – Planning Commission sets rezoning request for public hearing (8-0) ([minutes](#))
- April 20, 2023 – Planning Commission holds public hearing on rezoning request and recommends that City Council approve the request (6-0) ([minutes](#))

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

Prepared by: Erik Perdonik, City Planner

Attachments:

- [Application for Rezoning – ZR 1-2-2023](#)
- [B-4, Planned General Business permitted uses](#)
- [B-3, General Business permitted uses](#)
- [Giffels Webster’s review](#)
- [March 16, 2023, Planning Commission meeting minutes](#)
- [April 20, 2023, Planning Commission meeting minutes](#)
- [Public Notice](#)

CITY OF FARMINGTON HILLS
OAKLAND COUNTY, MICHIGAN
ZONING AMENDATORY ORDINANCE
ORDINANCE NO. C-7-2023

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 the B-4, Planned General Business District to B-3, General Business District:

Sidwell No. 22-23-11-101-003 described as T1N, R9E, SEC 11 OAKLAND HILLS ORCHARDS LOT 2 EXC N 48 FT OF W 130FT, City of Farmington Hills, Oakland County, Michigan, located at 29400 Orchard Lake Road.

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 the ____ day of ____, 2023 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 the _____ of _____, 2023, the original of which is on file in my office.

PAMELA B. SMITH, City Clerk
City of Farmington Hills

Introduced:
Enacted:
Effective:
Published:

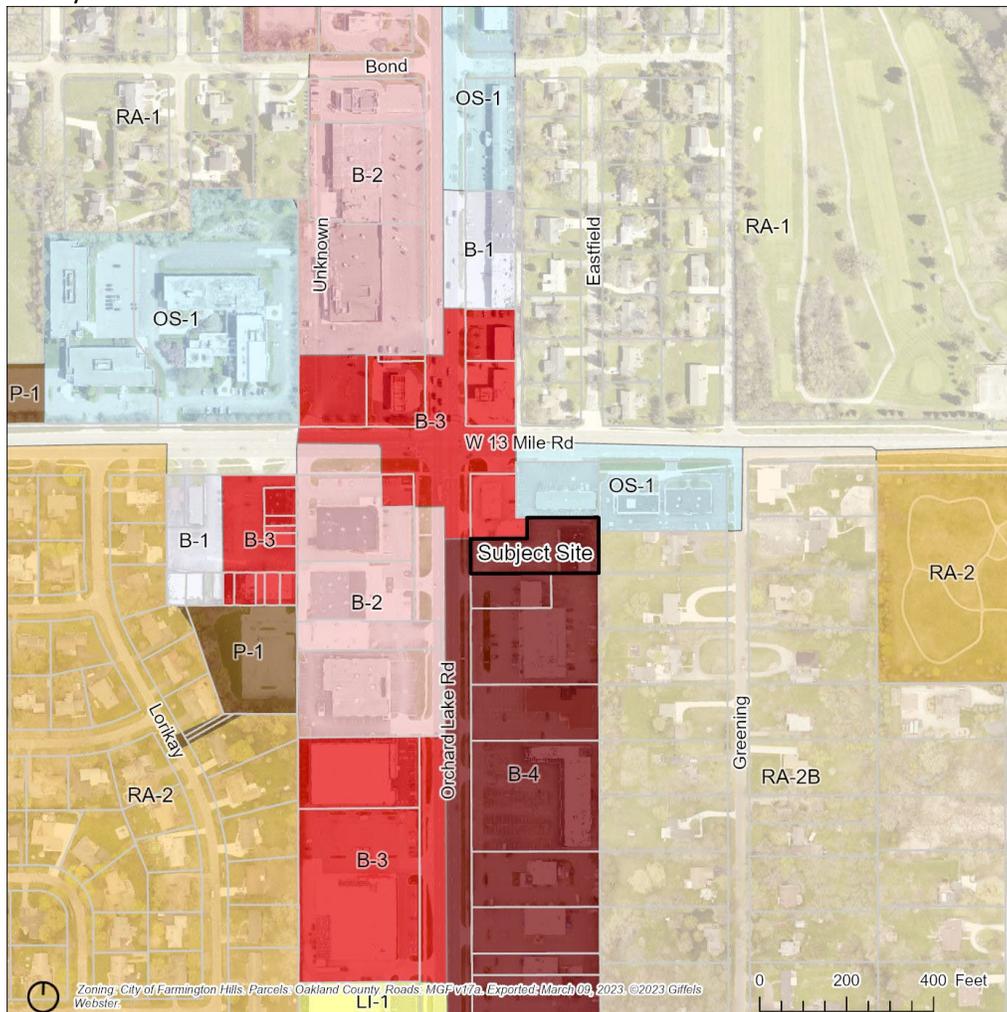
March 9, 2023

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

Rezoning Review

Case: ZR 1-2-2023
Site: 29400 Orchard Lake (Parcel ID 22-23-11-101-003)
Applicant: Frank Jamil
Plan Date: Received 2/10/2023
Request: Rezone from B-4 to B-3

We have completed a review of the request for rezoning 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 subject property is 0.75 acres and currently zoned B-4 Planned General Business. It is located on the east side of Orchard Lake Road, just south of 13 Mile Road.
2. **Existing Development.** The site is developed with a small multi-tenant commercial building. It is accessed from Orchard Lake Road, but does not have its own direct driveway; access is across the parcels to the north and south. There is a row of parking spaces along the south side of the medical office building to the north, and these spaces back out into the parking lot of this site.
3. **Adjacent Properties.** Zoning and use of adjacent properties is as follows:

Direction	Zoning	Land Use	Future Land Use Category
North	OS-1/B-3	Medical/Gas Station	Industrial
East	RA-2B	Single-Family	Industrial
South	B-4	Strip Mall	Commercial/Mixed Use
West	B-3 and B-3	Gas Station/Commercial	Non-Center Type Business

4. **Master Plan.** This land is designated Shopping Center Type Business on the Future Land Use Map. The Future Land Use Map is intended to show a generalized plan for future development and is not precise in terms of the exact boundaries of each land use category. See item 1 below for discussion.
5. **Residential Densities Map.** The residential densities map does not include a designation for this site.
6. **Special Planning Areas.** The parcel is not part of any special planning areas.

Proposed Zoning Versus Current Zoning

The applicant is proposing to rezone the property in question to B-3 for the stated purpose of conducting retail on the site. Note that retail is already permitted in the existing district.

Standard	B-4 District	B-3 District	Existing
Front Setback	120 ft	25 ft	Approx. 200 ft
Rear Setback	20 ft (20 from residential)	20 ft (20 from residential)	20 ft
Side Setback (north)	10 ft	10 ft	Approx 24 ft
Side Setback (south)	10 ft	10 ft	0 ft (nonconforming)
Max Height	50 ft/3 stories	50 ft/3 stories	? (clearly compliant)
Front Yard Open Space	10%	50%	Currently nonconforming

Front yard open space and the south side setback are currently nonconforming. The setback nonconformity will not be changed by the rezoning. However, the nonconforming front yard open spaces will be changed; the B-3 district has a much smaller front setback, but also requires more open space; new development is not proposed at present, and a concept plan was not provided.

Items to Consider for Zoning Map Amendment

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

The Master Plan designates this site and its neighbors to the south as Shopping Center Type Business, with Non-Center Type Business and Small Office to the north. Current zoning is consistent with the Master Plan.

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

The site would transition from one commercial designation to another; the effect on services and roads is likely to be very minimal.

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

The property is developed as zoned presently, apart from the noncompliant south side setback and front yard open space.

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

The site is bordered by both B-4 and B-3 parcels, as well as OS-1 Office Service, with residential to the rear. Commercial property across Orchard Lake is zoned B-2.

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

It is unlikely that the requested zoning will significantly change the burden on nearby thoroughfares.

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

There is land zoned B-3, some of which is vacant (primarily in the Grand River and Northwestern Highway corridors).

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 B-3 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?

The application is not specific about the type of retail use the applicant is contemplating.

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 Shopping Center Type Business, which generally contemplates commercial development such as strip malls and stand-alone retail or restaurants. On the FLU map, commercial designations follow Orchard Lake Road to the north and south. The Future Land Use Plan map includes this note: "This plan is intended to show generalized land use and is not intended to indicate precise size, shape, or dimension."

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

This rezoning could be perceived as an extension of the B-3 district to the northeast.

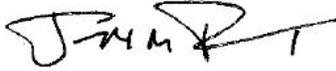
- Would approving the request grant a special benefit to a property owner or developer?
It appears that little about the physical development of the property would change.

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.

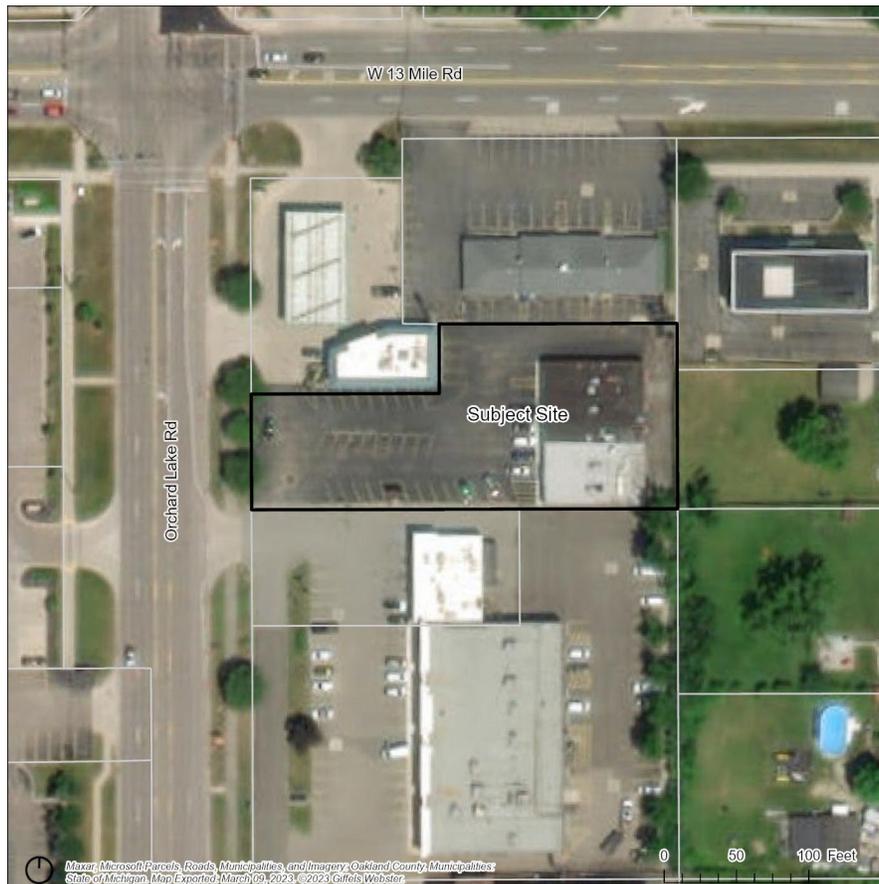
Sincerely,

Giffels Webster



Joe Tangari, AICP
Principal Planner

cc: Gary Mekjian, City Manager
Ed Gardiner, Director of Planning and Community Development
Erik Perdonik, City Planner
Almira Fulton, Fire Department
James Cubera, Senior Engineer



- 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 B-3 general business districts are designed to provide sites for more diversified business types which would often be incompatible with the pedestrian movement in the local business district or the community business district.

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

B. PRINCIPAL PERMITTED USES

The following uses are permitted subject to the required conditions in [Section 34-3.11](#)

- i. **Retail businesses** § 34-4.29
- ii. Personal service establishments which perform services on the premises
- iii. **Laundry, drycleaning establishments, or pickup stations, dealing directly with the consumer** § 34-4.25
- iv. Office buildings for any of the following occupations: executive, administrative, professional, accounting, writing, clerical, stenographic, drafting, sales
- v. Medical office including clinics[■]
- vi. Banks, credit unions, savings and loan associations and similar uses with drive-in facilities as an accessory use only
- vii. Post office and similar governmental office buildings, serving persons living in the adjacent residential area
- viii. Nursery schools, day nurseries, and day care centers
- ix. Mortuary establishments
- x. Dance hall or catering hall when conducted within a completely enclosed building
- xi. Tire, battery and accessory sales
- xii. New or used car salesroom, showroom or office when the main use is carried on within a building with open air display of vehicles as accessory
- xiii. Retail sales of plant materials, lawn furniture, playground equipment and other house or garden supplies
- xiv. Lawn mower sales or service
- xv. Private clubs[■] or lodge halls
- xvi. Data processing, computer centers
- xvii. Restaurants[■], including fast food or carryout restaurants
- xviii. Other uses similar to the above uses
- xix. Accessory structures and uses customarily incident to any of the above uses
- xx. **Theaters, assembly halls, concert halls or similar places of assembly** § 34-4.44
- xxi. Churches
- xxii. Business schools and colleges or private schools operated for profit
- xxiii. The following uses are subject to review and approval of the site plan by the planning commission:
 - a. **Motel**[■] § 34-4.34
 - b. **Drive-in restaurants**[■] § 34-4.35

B. PRINCIPAL PERMITTED USES (cont.)

- c. **Outdoor space for sale or rental of new or used motor vehicles, trailers, mobile homes, boats, recreational vehicles and other similar products** § 34-4.36
- d. **Business in the character of a drive-in or open front store** § 34-4.37
- e. **Gasoline service stations**[■] § 34-4.28
- f. **Veterinary hospitals or commercial kennels** § 34-4.26
- g. **Bus passenger stations** § 34-4.38
- h. **Commercially used outdoor recreational space for children's amusement parks, carnivals, miniature golf courses, tennis courts** § 34-4.39
- i. **Automobile repair**[■] § 34-4.31
- j. **Vehicle Wash** § 34-4.40
- k. **Indoor Recreation Facilities** § 34-4.19
- l. Public buildings, public utility[■] buildings, telephone exchange buildings, electric transformer stations and substations without storage yards; gas regulator stations with service yards, but without storage yards; water and sewage pumping stations
- m. **Outdoor space for seating areas accessory to a restaurant** § 34-4.32
- n. **Cellular tower**[■] and **cellular antennae**[■] §34-4.24
- o. **Indoor health and fitness studio and instructional dance studios** 34-4.58.1

C. SPECIAL APPROVAL USES

The following uses are permitted subject to the required conditions in [Section 34-3.11](#)

- i. **Coin-operated amusement device arcades**[■], **billiard parlors or other similar indoor recreation uses** § 34-4.19.4
- ii. **Establishments with coin-operated amusement devices**[■] § 34-4.33

D. ACCESSORY USES

- i. **Electric vehicle**[■] **infrastructure** § 34-4.55
- ii. **Fabrication, repair, and processing of goods** § 34-4.29



A. INTENT

The B-4 planned general business districts are designed to provide for a variety of retail and service establishments in business areas abutting major thoroughfares and so located and planned as to provide convenient customer parking, store servicing and pedestrian traffic movement within the business district and with a minimum of conflict with traffic on abutting traffic arteries. To assure optimum site planning relationships and minimum internal and external traffic conflict, each use will be reviewed as it relates to its site and abutting sites and as it relates to the entire B-4 district and abutting districts



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

B. PRINCIPAL PERMITTED USES

The following uses are permitted subject to the required conditions in **Sections 34-3.10 and 34-3.22**

- i. **Retail businesses** § 34-4.29
- ii. Personal service establishments which perform services on the premises
- iii. **Laundry, drycleaning establishments, or pickup stations, dealing directly with the consumer** § 34-4.25
- iv. Office buildings for any of the following occupations: executive, administrative, professional, accounting, writing, clerical, stenographic, drafting, sales
- v. Medical office including clinics
- vi. Banks, credit unions, savings and loan associations and similar uses with drive-in facilities as an accessory use only
- vii. Post office and similar governmental office buildings, serving persons living in the adjacent residential area
- viii. Nursery schools, day nurseries, and day care centers
- ix. **Fabrication, repair, and processing of goods** § 34-4.29
- x. Sit down restaurant[■]
- xi. **Theaters, assembly halls, concert halls or similar places of assembly** § 34-4.44
- xii. Churches
- xiii. Business schools and colleges or private schools operated for profit
- xiv. Motels
- xv. Other uses similar to the above uses
- xvi. Accessory structures and uses[■] customarily incident to any of the above uses

B. PRINCIPAL PERMITTED USES (cont.)

- xvii. Retail sales of plant materials not grown on site and sales of lawn furniture, playground equipment and other home garden supplies
- xviii. **Veterinary hospital or clinic** § 34-4.26
- xix. **Indoor Recreation Facilities** § 34-4.19
- xx. **Outdoor space for seating areas accessory to a restaurant** § 34-4.32
- xxi. **Private clubs[■] and lodge halls** § 34-4.18
- xxii. **Fast food or carryout restaurant[■]** § 34-4.27
- xxiii. **Cellular antennae[■]** § 34-4.24

C. SPECIAL APPROVAL USES

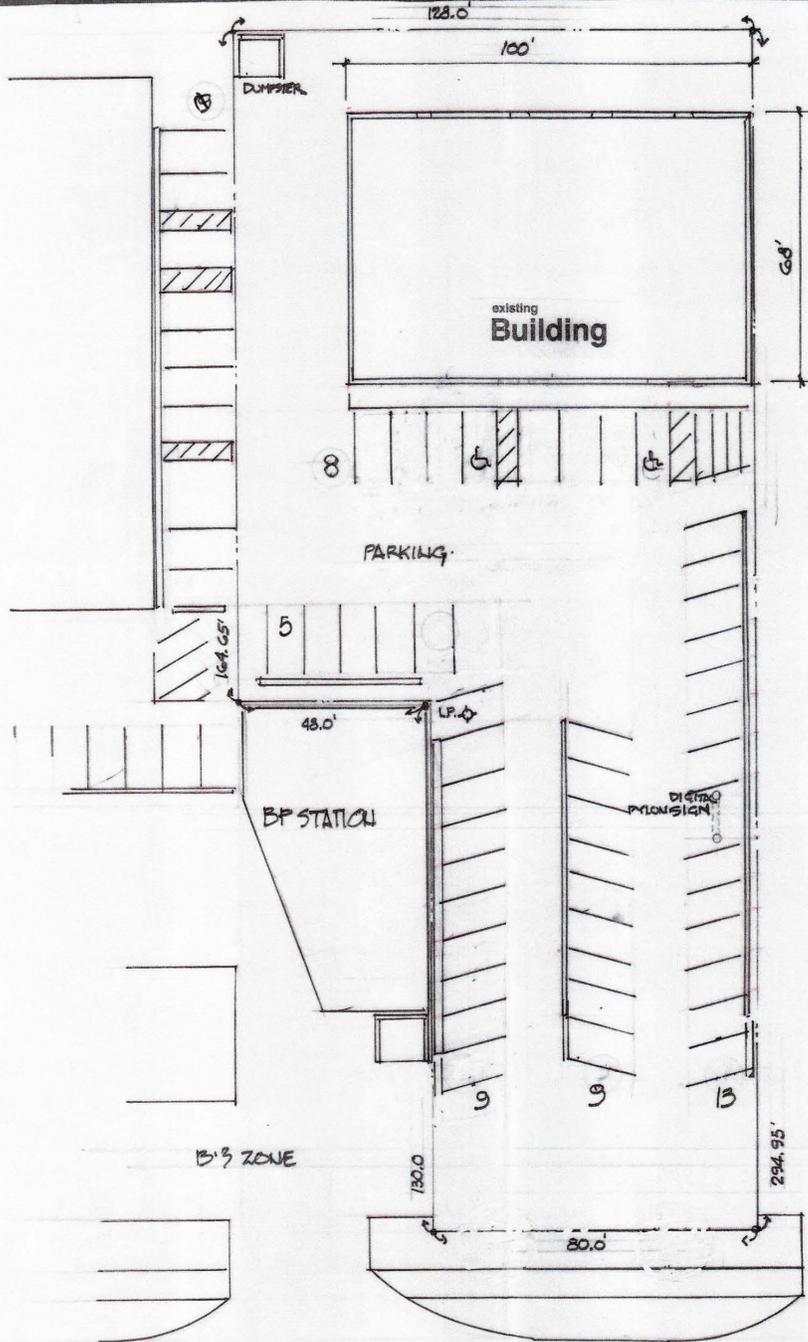
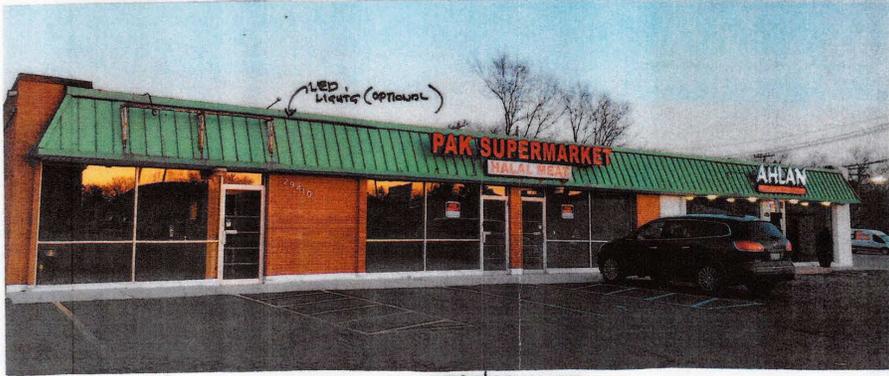
The following uses are permitted subject to the required conditions in **Section 34-3.10 and 34-3.22**.

- i. **Coin-operated amusement device arcades, billiard parlors or other similar indoor recreation uses** § 34-4.19.3
- ii. **Establishments with coin-operated amusement devices[■]** § 34-4.33
- iii. **Mortuary establishment** § 34-4.41

D. ACCESSORY USES

- i. **Electric vehicle[■] infrastructure** § 34-4.55





RECEIVED
 FEB 24 2023
 CITY OF FARMINGTON HILLS
 PLANNING DEPT.

CHESTER R. STEMPIEN
 ARCHITECT
 No. 42102268
 2023

FRANK JAMILL (248) 416-8500



CHESTER STEMPIEN
 ASSOCIATES - AIA
 T: 248.557.2145
 stempienarchitects@yahoo.com



SITE PLAN
 SCALE: 1"=20'-0" 02-'23

**MINUTES
CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
MARCH 16, 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: Aspinall, Brickner, Countegan, Grant, Stimson, Trafelet, Varga, Ware
Commissioners Absent: Mantey
Others Present: Staff Planner Canty, City Attorney Schultz, Planning Consultant
 Tangari

APPROVAL OF THE AGENDA

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

MOTION passed by voice vote.

PUBLIC HEARING

A. AMEND PLANNED UNIT DEVELOPMENT (PUD) 6, 1993

REGULAR MEETING

A. REZONING REQUEST 1-2-2023

LOCATION: 29400 Orchard Lake Road
PARCEL I.D.: 22-23-11-101-003
PROPOSAL: Rezone parcel presently zoned B-4, Planned General Business
 District, to B-3, General Business District
ACTION REQUIRED: Set for public hearing
APPLICANT: Frank Jamil
OWNER: Amira Plaza, LLC

Referencing his March 9, 2023 memorandum, Planning Consultant Tangari gave the background and review for this request to rezone a .75 acre parcel presently zoned B-4, Planned General Business District, to B-3, General Business District. The property was located on the east side of Orchard Lake Road, just south of 13 Mile Road. The site was currently developed with a small multi-tenant commercial building. It was accessed from Orchard Lake Road, but did not have its own direct driveway; access is across the parcels to the north and south.

Planning Consultant Tangari reviewed the proposed rezoning against items to consider for zoning map amendment, as outlined in his March 9 memorandum. The application was not specific about the type of

retail use the applicant was contemplating. Both B-3 and B-4 permitted uses were provided in the review materials. There was B-3 zoning adjacent to this parcel.

In response to questions, Planning Consultant Tangari said the non-conforming setback to the south would remain, if the building remained. If the building were demolished, the setbacks would need to meet current standards.

Chair Countegan invited the applicant to make his presentation.

Applicant Frank Jamil said he had been introduced to this site by the City's Economic Development Director when he attended a forum for professional real estate developers. The concern brought forward at that meeting was that the property at this location had been marketed, and yet had been vacant for years. No one had been willing to put forth the money, time and effort to make something of this site.

Mr. Jamil had purchased the property, had worked with the Planning Department, and tonight was asking to rezone the property to B-3, which request was reasonable as it abutted another B-3 site. The zoning was not contrary to the Master Plan and was not spot zoning.

In response to questions from the Commission, Mr. Jamil gave the following further information:

- Mr. Jamil had purchased the property in January 2023. He was planning on marketing, but not selling, the property. The City's Economic Developer Director was also marketing the property on a platform used for that purpose.
- In the time since he had filled out the application for this meeting, Mr. Jamil had received a Letter of Intent (LOI) from someone who has an auto buying/leasing/sales company. This use required B-3 zoning. The company wanted to utilize this property after improving it, including updating the façade, which had not been updated in over 50 years. In any event, B-3 zoning allowed a greater number of uses, allowing more ideas to be considered for this vacant space.
- There was currently one tenant in the building, a restaurant use.

In response to further questions, Planning Consultant Tangari provided the following:

- If the property was rezoned, the rezoning would most likely be to the centerline of Orchard Lake Road.

Discussion

Commissioner Ware wondered how this use fit with the current Master Plan Update, and the desire to create a walkable community by bringing pedestrian uses such as restaurants to the area. How will the described use draw people to the area?

Chair Countegan said any time an applicant comes before the Commission, it provided an opportunity for the City and the applicant to discuss what was going to happen to the property. It was always important to keep the Master Plan in mind, and communicate with an interested developer the City's vision for the area. While rezonings did not offer the same opportunities as a PUD, the discussion did open the door for a new property owner to understand the future of the site as envisioned by the Master Plan, and to plan to update the site with appropriate landscaping, sidewalks, and so on.

MOTION by Grant, support by Trafelet, that Rezoning Request 1-2-2023, dated February 10, 2023, submitted by Amira Plaza, LLC, to rezone property located at 29400 Orchard Lake Road; Parcel Identification Number: 22-23-11-101-003, Oakland County, Michigan, from B-4, Planned

General Business District to B-3, General Business District, be set for public hearing for the Planning Commission's next available regular meeting agenda.

Motion passed by voice vote.

PUBLIC COMMENT

None.

ADJOURNMENT

MOTION by Trafelet, support by Grant, to adjourn the meeting at 10:14pm.

MOTION passed by voice vote.

Respectfully Submitted,
Marisa Varga
Planning Commission Secretary

/cem

+

**MINUTES
CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
APRIL 20, 2023, 7:30 P.M.**

CALL MEETING TO ORDER

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

ROLL CALL

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

APPROVAL OF THE AGENDA

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

MOTION passed by voice vote.

PUBLIC HEARING

A. REZONING REQUEST 1-2-2023

LOCATION: 29400 Orchard Lake Road
PARCEL I.D.: 22-23-11-101-003
PROPOSAL: Rezone parcel presently zoned B-4, Planned General Business
 District, to B-3, General Business District
ACTION REQUIRED: Recommendation to City Council
APPLICANT: Frank Jamil
OWNER: Amira Plaza, LLC

Applicant Frank Jamil made the following points:

- The property in question has a history of vacancies and has been left in a distressed condition, with the prior owner having no interest in improving the site, and other realtors have been unable to market the building.
- Mr. Jamil had been introduced to the property by the City's Economic Development Director. He owned other properties on Orchard Lake Road, and was willing to spend the time, effort, and money into redeveloping the property.

Referencing his March 9, 2023 memorandum, Planning Consultant Tangari gave the background and review for this request to rezone a .75 acre parcel presently zoned B-4, Planned General Business District, to B-3, General Business District. The property was located on the east side of Orchard Lake Road, just south of 13 Mile Road. The site was currently developed with a small multi-tenant commercial building. It was accessed from Orchard Lake Road, but did not have its own direct driveway; access was across the parcels to the north and south.

Planning Consultant Tangari reviewed the proposed rezoning against items to consider for zoning map amendment, as outlined in his March 9 memorandum.

- The application was not specific about the type of retail use the applicant was contemplating. Both B-3 and B-4 permitted uses were provided in the review materials. There was B-3 zoning adjacent to this parcel. There was OS-1 and B-3 zoning to the north and west, and B-4 to the south. To the east was RA-2B single family development.
- A small, multi-tenant commercial building was located on the site, with a type of idiosyncratic parking arrangement, with parking spaces along the south side of the building to the north accessed by this site.
- The land is designated shopping center-type business on the future land use map. Proposed zoning dimensional requirements were compared to existing requirements in the review letter. Currently the side setback and front yard open space were nonconforming. The setback nonconformity will not be changed by the rezoning. However, the nonconforming front yard open spaces will be changed; the B-3 district has a much smaller front setback, but also requires more open space. New development is not proposed at present and a concept plan is not provided.
- Regarding items to consider for a zoning map amendment:
 - The Master Plan designates the site and its neighbors to the south a shopping center-type business. There are non center-type businesses and small office to the north on the future land use map. Current zoning is consistent with the Master Plan.
 - The site would transition from one commercial designation to another. The effect on services and roads is not likely to be significant, if there is any effect at all.
 - Presently the property is developed as zoned, apart from the noncompliant south side setback and the noncompliant front yard open space.
 - As already noted, the site is bordered by B-4 and B-3 parcels and OS Office Service with residential to the rear. Commercial property across Orchard Lake is zoned B-2.
 - There is no difference between the two districts (B-4 and B-3) in terms of how much a property this size would burden the nearby thoroughfare.
 - There is other land zoned B-3 available for this use, primarily in the Grand River and Northwestern Highway corridors.
 - It appears that the site could be developed in accordance with the standards of the B-3 district. The applicant has the right to use the existing layout, but a new layout could meet standards.
 - As noted, the application is not specific about the type of use the applicant might be contemplating. B-4 and B-3 both do have somewhat similar lists of uses, with the list of uses available in B-3 being more extensive than the list of uses permitted in B-4. B-3 and B-4 uses are provided in the review documentation.
 - Development in the immediate area has not changed in a substantial way since the adoption of the last master plan. There has been a high vacancy rate in this building.
 - Rezoning could be perceived as an extension of the B-3 district to the north and east.
 - In terms of granting a special benefit to the property owner or developer, it appears that little about the physical development of the property would change.

Vice Chair Trafelet opened the public hearing for this rezoning request. Seeing that no public indicated they wished to speak, Vice Chair Trafelet closed the public hearing and brought the matter back to the Commission for discussion and/or a motion.

Commission discussion:

- This rezoning would increase the versatility of the property, which was already next to a B-3 property.
- If the building is demolished, dimensional requirements will have to be met. Under B-3 zoning, after a demolition a building could be constructed closer to Orchard Lake Road, which was in line with the City's long-term goal of moving development closer to the street.

MOTION by Brickner, support by Mantey, to recommend to City Council that Rezoning Request 1-2-2023, dated February 10, 2023, submitted by Frank Jamil, to rezone property located at 29400 Orchard Lake Road; Parcel Identification Number: 22-23-11-101-003, Oakland County, Michigan, from B-4, Planned General Business District to B-3, General Business District, be approved, because:

1. The rezoning is consistent with the City's Master Plan for Future Land Use; and
2. The rezoning is consistent with the existing and/or future zoning classifications and/or uses in the area.

Roll call vote: Ayes - Aspinall, Brickner, Mantey, Stimson, Trafelet, Ware. Nays – None.

Motion carried 6-0.

PUBLIC COMMENT

None.

ADJOURNMENT

MOTION by Stimson, support by Brickner, to adjourn the meeting at 9:27pm.

MOTION passed unanimously by voice vote.

Respectfully Submitted,
Marisa Varga
Planning Commission Secretary

/cem

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

DATE: May 22, 2023
TIME: 7:30 P.M.
PLACE: Farmington Hills City Hall, City Council Chambers
31555 Eleven Mile Rd., Farmington Hills, MI 48336
ITEM: Rezoning Request 1-2-2023

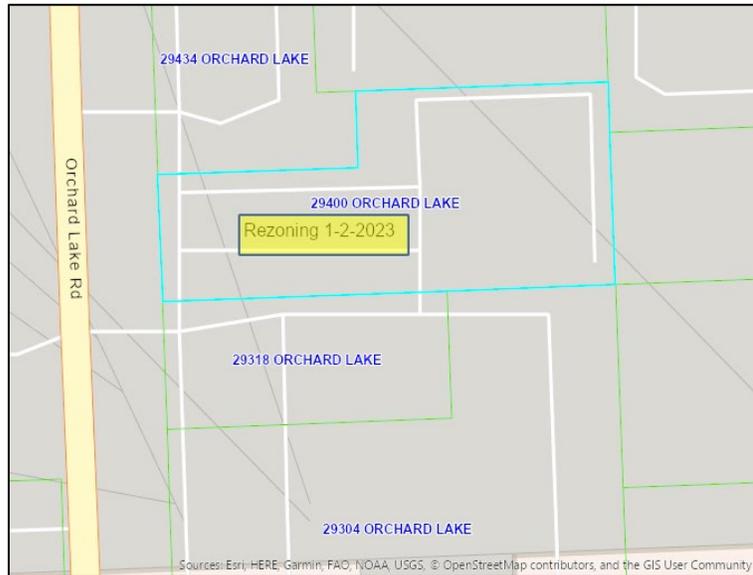
The City of Farmington Hills City Council shall formally consider Rezoning Request 1-2-2023, dated February 10, 2023, submitted by Frank Jamil, who seeks to obtain approval from Council of a rezoning from the B-4, Planned General Business District, to the B-3, General Business District.

The subject property is located at 29400 Orchard Lake Road on the east side of Orchard Lake Road, just south of Thirteen Mile Road, and being more particularly described as: Parcel Identification Number: 22-23-11-101-003, 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 & Community
Development

Email: ckettler@fhgov.com
Phone: (248) 871-2540
Publish: May 7, 2023



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 (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: May 22, 2023

TO: Gary Mekjian, City Manager

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

SUBJECT: Amendment to Planned Unit Development (“PUD”) Plan 2, 2021, including Revised Site Plan (“SP”) 59-5-2022

Request: Approval of Amendment to PUD Plan 2, 2021, including Revised SP 59-5-2022

Applicant: Optalis Group

Owner: Evangelical Homes of Michigan

Sidwell: 22-23-12-476-008

Zoning: RA-1B, One Family Residential

Master Plan: Single-Family Residential; Special Residential Planning Area 3

Location: 27400 Twelve Mile Road – Northwest intersection of Inkster and Twelve Mile Roads

Description:

The applicant has submitted for City Council consideration an application to amend **PUD Plan 2, 2021, including Revised SP 59-5-2022**, to redevelop the 31.5-acre subject property, which is Historic District No. 507, Sarah Fisher Home. The application proposes to use the site for a skilled nursing facility and a residential development consisting of fifty-one (51) single-story/1.5-story detached condominiums.

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

Procedural Background:

- September 23, 2020 – Historic District Commission approves Notice to Proceed (6-0)
- January 21, 2021 – Planning Commission qualifies PUD (8-0)
- March 18, 2021 – Planning Commission sets PUD plan for public hearing (9-0)
- April 22, 2021 – Planning Commission recommends PUD plan approval to City Council (7-1)

- May 24, 2021 – Council holds public hearing on PUD plan and postpones request to July 12, 2021
- July 12, 2021 – Council further postpones request to no later than September 13, 2021
- August 9, 2021 – Revised plans presented to Council—Council further postpones request to September 13, 2021
- September 13, 2021 - Revised plans presented to Council—Council further postpones request to no later than October 25, 2021
- September 27, 2021 – Revised plans presented to Council—motion to approve fails (1-6)
- December 8, 2021 – Historic District Commission approves Amended Notice to Proceed (5-0) **(minutes)**
- June 16, 2022 – Planning Commission sets revised PUD plan for public Hearing (8-0) **(minutes)**
- July 21, 2022 – Planning Commission recommends revised PUD plan approval to Council (8-0) **(minutes)**
- August 22, 2022 – Council holds public hearing on revised PUD plan and approves it (5-1) **(minutes)**
- March 16, 2023 – Revised plans presented to Planning Commission—Planning Commission sets revised PUD plan for public hearing (8-0) **(minutes)**
- April 20, 2023 – Planning Commission recommends revised PUD plan approval to Council (6-0) **(minutes)**

Summary of Revised Plan Change:

- The site was redesigned to eliminate the previously proposed attached townhomes along Inkster Road to instead propose fifty-one (51) detached single-family condominiums.

Summary of Zoning Deviations Sought:

- The skilled nursing facility be allowed as shown.
- Density be allowed for detached single-family at 3.6 units/acre.
- 30’ setback along Inkster Road be allowed.

Planning Commission Conditions:

The Planning Commission’s April 20, 2023, motion recommending approval of the PUD plan to City Council passed, subject to the following conditions:

1. Modifications of Zoning Ordinance requirements as indicated on the proposed plan.
2. The following conditions:
 - a. All light fixtures must meet the full cut-off requirement of the ordinance.
 - b. A second full access to the residential portion of the PUD site be provided as required by ordinance.

Possible Council Actions:

Suggested Resolution for Approval:

If City Council elects to approve the amendment to PUD Plan 2, 2021, including Revised SP 59-5-2022, dated February 21, 2023, the following motion is offered:

Resolve that the application for approval of an amendment to PUD Plan 2, 2021, including Revised SP 59-5-2022, dated February 21, 2023, and modified with the replacement of Sheet C-3.0 with a new one dated April 10, 2023, is granted, subject to the following conditions:

- (1) The applicant shall post a cash deposit or irrevocable and automatically renewing letter of credit with the City, in a form, manner, and amount acceptable to the City Engineer and City Attorney, to insure and guarantee completion of the improvements for the PUD according to a schedule approved by the City Engineer;*
- (2) Any conditions and requirements stated the Planning Commission's April 20, 2023, 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;*
- (3) Any conditions and requirements stated in the reviews of the City Engineer and City Fire Marshal are complied with or addressed to the satisfaction of the City Engineer and Fire Marshal;*
- (4) Public sanitary sewer service access needs shall be provided to Twelve Mile Road to the satisfaction of the City Engineer; and*
- (5) [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:

If the City Council elects to deny the amendment to PUD Plan 2, 2021, including Revised SP 59-5-2022, the following motion is offered:

*Resolve that the application for approval of an amendment to PUD Plan 2, 2021, including Revised SP 59-5-2022, dated February 21, 2023, and modified with the replacement of Sheet C-3.0 with a new one dated April 10, 2023, 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, City Planner

Attachments:

- **Proposed Amended PUD 2, 2021, including Revised SP 59-5-2022**
- **Giffels Webster review**
- **December 8, 2021, Historic District Commission meeting minutes**
- **June 16, 2022, Planning Commission meeting minutes**
- **July 21, 2022, Planning Commission meeting minutes**

- **August 22, 2022, City Council meeting minutes**
- **March 16, 2023, Planning Commission meeting minutes**
- **April 20, 2023, Planning Commission meeting minutes**
- **Engineering Division review**
- **Fire Department review**
- **Public Notice**

SITE AREA
 PHASE 1A:
 15.17 ACRES GROSS
 14.09 ACRES NET
 6.2 ACRES OPEN SPACE

PHASE 1B:
 15.27 ACRES GROSS
 14.05 ACRES NET

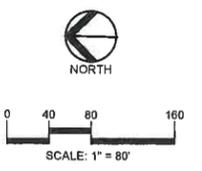
EXEMPTED PARCEL:
 1.09 ACRES

SITE DATA

PHASE 1A:
 REFER TO ARCHITECTURAL PLAN FOR SKILLED NURSING FACILITY SITE DATA TABLE

PHASE 1B:

ZONING	EXISTING	PROPOSED	RA-1B (ONE FAMILY RESIDENTIAL)	PUD	REQUIRED	PROVIDED
HEIGHT					30' MAX	20.08'
DETACHED CONDOMINIUM RANCH HOMES						
LOT COVERAGE					35%	19%
MAXIMUM ALLOWABLE						
PROPOSED						
SETBACKS					REQUIRED	PROVIDED
FRONT					50 FEET	40 FEET
SIDES					15/30 FEET	20 FEET
REAR					35 FEET	47 FEET
NEW CONSTRUCTION						
SINGLE FAMILY UNITS						51 UNITS
TWO BEDROOM (±2,500 SF)						
PARKING						
REQUIRED						
2 PER DWELLING UNIT: 102 SPACES						
PROVIDED (SURFACE & GARAGE): 102 SPACES						



- FIRE DEPARTMENT NOTES:**
- EMERGENCY ACCESS SHALL BE MAINTAINED AT ALL TIMES;
 - MINIMUM OF 18' FIRE LANES.
 - MINIMUM OF 50' TURNING RADIUS.
 - FIRE LANE SIGNS SHALL BE POSTED THROUGHOUT THE SITE AND STRICTLY ENFORCED.
 - DURING CONSTRUCTION SITE ACCESS SHALL BE MAINTAINED AND ROADWAYS SHALL BE ABLE TO SUPPORT FIRE APPARATUS WEIGHING UP TO 25 TONS.
 - HYDRANT COVERAGE SHALL BE PROVIDED PURSUANT TO REQUIREMENTS OUTLINES IN THE CITY CODE (CHAPTER 12 SEC. 12-11 (2)).
 - FIRE SUPPRESSION SHALL BE PROVIDED AND INSTALLED PURSUANT TO NFPA 13, STATE OF MICHIGAN AND FARMINGTON HILLS REQUIREMENTS. EACH FLOOR SHALL HAVE CONTROL VALVE, TAMPER SWITCH AND WATER-FLOW DEVICES INSTALLED.
 - A FIRE ALARM SYSTEM SHALL BE PROVIDED AND INSTALLED PURSUANT TO NFPA 72, STATE OF MICHIGAN AND FARMINGTON HILLS REQUIREMENTS.



CAUTION!
 THE LOCATIONS AND ELEVATIONS OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS DRAWING ARE ONLY APPROXIMATE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING AS TO THE COMPLETENESS OR ACCURACY OF THE STOP WORK CONTRACTOR SHALL BE EXCLUSIVELY RESPONSIBLE FOR DETERMINING THE EXACT UTILITY LOCATIONS AND ELEVATIONS PRIOR TO THE START OF CONSTRUCTION.

CLIENT
OPTALIS GROUP
 25500 MEADOWBROOK ROAD
 SUITE 230
 NOVI, MI 48375

PROJECT TITLE
SARAH FISHER
 PART OF THE SE 1/4 OF SECTION 12, T.19N., R.10E.
 CITY OF FARMINGTON HILLS
 OAKLAND COUNTY, MICHIGAN

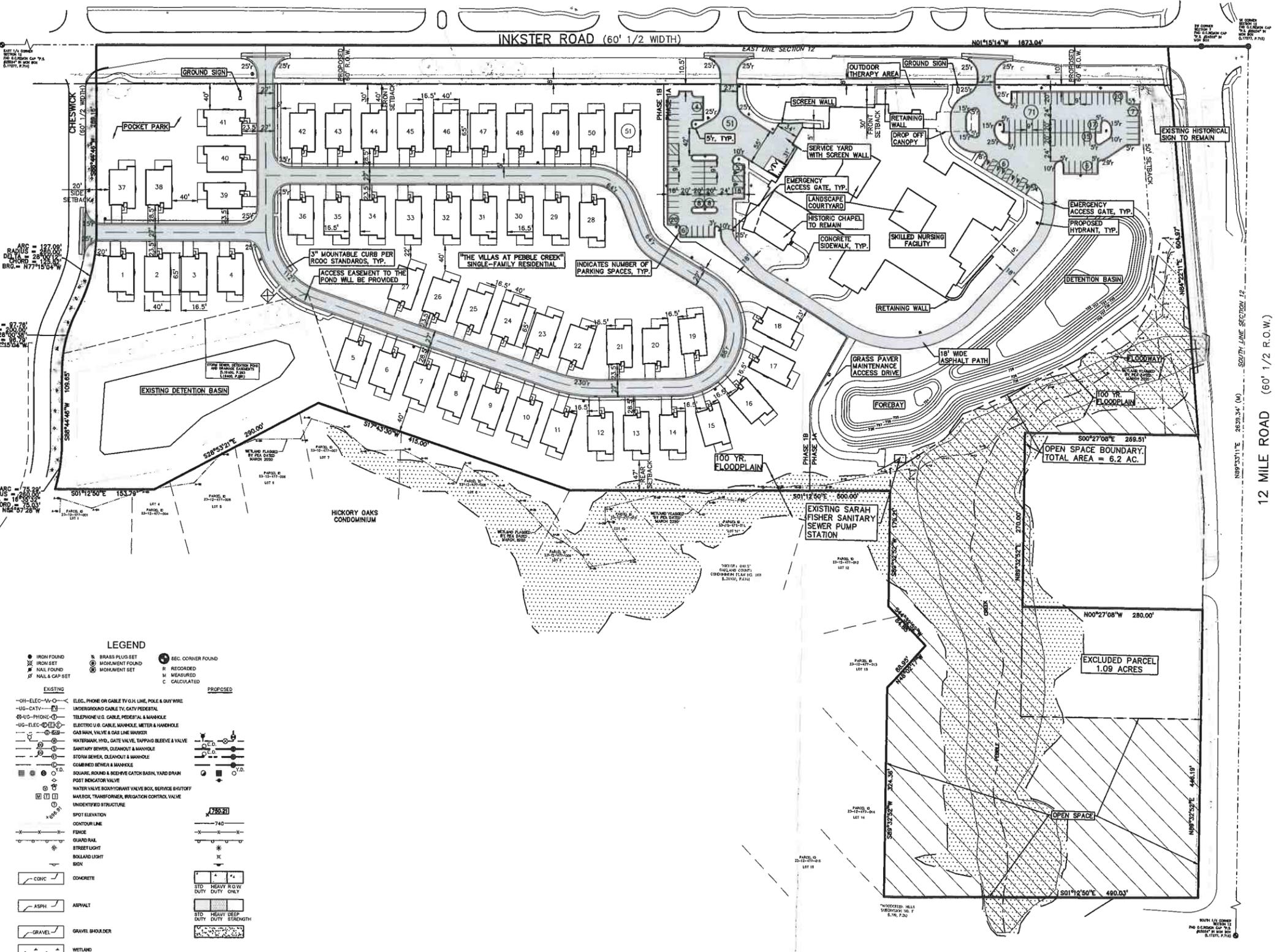
REVISIONS

NO.	DESCRIPTION	DATE
1	PER REVIEW DATED 3-16-23	4/10/23

ORIGINAL ISSUE DATE:
 FEBRUARY 21, 2023

DRAWING TITLE
PROPOSED LAND USE PLAN

PEA JOB NO. 2015-204
P.M. JBT
DN. KMB
DES. DK
DRAWING NUMBER:



LEGEND

EXISTING	PROPOSED
IRON FOUND	ELEC. PHONE OR CABLE TV O.H. LINE, POLE & GUY WIRE
IRON SET	UNDERGROUND CABLE TV, CATV PEDESTAL
NAIL FOUND	TELEPHONE CABLE, RESIDENTIAL & MANHOLE
NAIL & CAP SET	ELECTRIC O.H. CABLE, MANHOLE, METER & HANDHOLE
	GAS MAIN, VALVE & GAS LINE MARKER
	WATERMAIN, HYD. GATE VALVE, TAPPING SLEEVE & VALVE
	SANITARY SEWER, CLEANOUT & MANHOLE
	STORM SEWER, CLEANOUT & MANHOLE
	COMBINED SEWER & MANHOLE
	SQUARE, ROUND & BEEHIVE CATCH BASIN, YARD DRAIN
	POST INDICATOR VALVE
	WATER VALVE BOX/DRYDRY VALVE BOX, SERVICE SHUTOFF
	WATER/POW. TRANSFORMER, BRIGADATION CONTROL VALVE
	INDICATED STRUCTURE
	SPOT ELEVATION
	CONTOUR LINE
	FENCE
	GUARD RAIL
	STREET LIGHT
	ROLLAND LIGHT
	BURN
	CONC.
	ASPH.
	GRAVEL
	GRAVEL SHOULDER
	WETLAND

RECEIVED
MAY 08 2023
CITY OF FARMINGTON HILLS
PLANNING DEPT.

May 16, 2023

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

PUD Final Determination/Site Plan/Landscape Plan/Tree Removal

Case: PUD 2, 2021
Site: 24700 12 Mile Rd (Parcel ID 22-23-12-476-008)
Applicant: Optalis Healthcare/Robertson Brothers
Application Date: Revised 4/10/2023
Zoning: RA-1B One Family Residential District (26,000 square feet)

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



SUMMARY OF FINDINGS

Existing Conditions

- 1. **Zoning.** The site is currently zoned RA1B One Family Residential District (26,000 square feet).
- 2. **Existing site.** The site is 31.5 acres and is developed with an abandoned orphanage consisting of 15 buildings. Pebble Creek runs along the western edge of the property, and through the southern portion.
- 3. **Adjacent Properties.**

Direction	Zoning	Land Use
North	RA1B	Residential access street
East (Southfield)	RT Attached Single Family/OS Office Service	Townhomes/medical office
South	RA1	Single family homes
West	RA1B	Single family homes

- 4. **Site configuration and access.** The site is currently accessible from Inkster Road via five driveways.

PUD Qualification:

Under Section 34-3.20.2, the Planning Commission may make a determination that the site qualifies for a PUD based on the following criteria and procedures. **This plan is an amendment to the approved PUD plan for this site. This amendment primarily affects the residential portion of the approved plan, and removes all attached units, though there are also small changes to the skilled nursing portion of the plan.**

Criteria for qualifications. In order for a zoning lot to qualify for the Planned Unit Development option, the zoning lot shall either be located within an overlay district or other area designated in this chapter as qualifying for the PUD option, or it must be demonstrated that all of the following criteria will be met as to the zoning lot:

- A. The PUD option may be effectuated in any zoning district.
- B. The use of this option shall not be for the sole purpose of avoiding the applicable zoning requirements. Any permission given for any activity or building or use not normally permitted shall result in an improvement to the public health, safety and welfare in the area affected. *In addition to relief from ordinance standards, the applicant is proposing a mix of skilled nursing and detached residential uses; skilled nursing is not permitted in the RA-1B district.*
- C. The PUD shall not be utilized in situations where the same land use objectives can be accomplished by the application of conventional zoning provisions or standards. Problems or constraints presented by applicable zoning provisions shall be identified in the PUD application. Asserted financial problems shall be substantiated with appraisals of the property as currently regulated and as proposed to be regulated. *The use of the site has long since ceased, but orphanages are not a permitted use in the RA-1B district, and are instead permitted in the RC-1, RC-2, RC-3, and SP-1 districts, as governed by Section 34-4.17, and so would be a nonconforming use in the district. The plan proposes a use that is permitted in the three RC districts listed above as well as 51 detached condominium units;*

the arrangement of the site shown on the site plan requires several deviations from the standards of the underlying district.

- D. The Planned Unit Development option may be effectuated only when the proposed land use will not materially add service and facility loads beyond those contemplated in the Future Land Use Plan unless the proponent can demonstrate to the sole satisfaction of the city that such added loads will be accommodated or mitigated by the proponent as part of the Planned Unit Development.

The number of dwelling units proposed on the site's northern half exceeds the number of single-family units that could be built on the residential portion of the site under current zoning.

- E. The Planned Unit Development must meet, as a minimum, one of the following objectives of the city:
- i. To permanently preserve open space or natural features because of their exceptional characteristics or because they can provide a permanent transition or buffer between land uses.**
 - ii. To permanently establish land use patterns which are compatible or which will protect existing or planned uses.**
 - iii. To accept dedication or set aside open space areas in perpetuity.**
 - iv. To provide alternative uses for parcels which can provide transition buffers to residential areas.**
 - v. To guarantee the provision of a public improvement which could not otherwise be required that would further the public health, safety, or welfare, protect existing or future uses from the impact of a proposed use, or alleviate an existing or potential problem relating to public facilities.
 - vi. To promote the goals and objectives of the Master Plan for Land Use.**
 - vii. To foster the aesthetic appearance of the city through quality building design and site development, the provision of trees and landscaping beyond minimum requirements; the preservation of unique and/or historic sites or structures; and the provision of open space or other desirable features of a site beyond minimum requirements.**
 - viii. To bring about redevelopment of sites where an orderly change of use is determined to be desirable.**

*The applicant is proceeding with the previous narrative for the PUD. Though only one objective must be met by the plan, the applicant's narrative directly addresses all eight objectives, except for objective v. **When this PUD was originally approved, the planning commission cited all objectives except for objective v.***

Objectives i, ii, iii, and vii are all addressed primarily via the preservation of trees along Inkster Road, large wooded areas on the western edge of the site, and the topography and other natural conditions of Pebble Creek in the southern portion of the site. To further address item ii, the applicant notes that the use provides a transition from the medical and office uses across Inkster to the single family uses to the west. To further address objective vii, the applicant notes that the existing chapel will be preserved, while the adjoining skilled nursing facility will be designed to complement it, with high-quality materials. The applicant similarly promises high-quality materials and design on the single-family units.

The applicant makes the case that objective iv. is met by stepping down residential uses from attached units to detached ranches with walkouts as the site gets closer to the adjacent single-family neighborhood, as well as preserving the existing natural vegetation. The plan no longer proposes attached units.

Regarding objective vi, the applicant asserts that goals of the 2009 Master Plan will be met by the plan, noting that the site will serve as a transitional property between more intensive uses east of Inkster and less intensive uses to the west, while preserving a historic building and improving access management. The goals of the Master Plan for Special Residential Planning Area No. 3, which covers this site, are addressed in detail later in this review.

Regarding objective viii, the applicant cites similar factors to the response to objective vi.

- F. The PUD shall not be allowed solely as a means of increasing density or as a substitute for a variance request; such objectives should be pursued through the normal zoning process by requesting a zoning change or variance.
Given that one of the proposed uses is not permitted in the underlying district, and that the plan would require variances in the districts that do permit those uses, it appears that the PUD is not sought solely to avoid a variance. A PUD is recommended for the site in the 2009 Master Plan.

Request for final determination. Per Section 34-3.20.5.B, the following must be submitted when seeking final determination of PUD qualification:

a. A boundary survey of the exact acreage being requested done by a registered land surveyor or civil engineer (scale not smaller than one inch equals one hundred (100) feet).	Y
b. A topographic map of the entire area at a contour interval of not more than two (2) feet. This map shall indicate all major stands of trees, bodies of water, wetlands and unbuildable areas (scale: not smaller than one inch equals one hundred (100) feet).	Y
c. A proposed land use plan indicating the following at a scale no smaller than one inch equals one hundred (100) feet (1" = 100'):	Y
(1) Land use areas represented by the zoning districts enumerated in Section 34-3.1.1 through Section 34-3.1.30 of this chapter.	Y
(2) Vehicular circulation including major drives and location of vehicular access. Preliminary proposals as to cross sections and as to public or private streets shall be made.	Y
(3) Transition treatment, including minimum building setbacks to land adjoining the PUD and between different land use areas within the PUD.	Y
(4) The general location of nonresidential buildings and parking areas, estimated floor areas, building coverage and number of stories or height.	Y
(5) The general location of residential unit types and densities and lot sizes by area.	Y

(6) A tree location survey as set forth in Section 34-5.18, Tree Protection, Removal and Replacement.	Y
(7) The location of all wetlands, water and watercourses and proposed water detention areas.	Y
(8) The boundaries of open space areas that are to be preserved and reserved and an indication of the proposed ownership thereof.	Y
(9) A schematic landscape treatment plan for open space areas, streets and border/transition areas to adjoining properties.	Y
d. A preliminary grading plan, indicating the extent of grading and delineating any areas which are not to be graded or disturbed.	Y
e. An indication of the contemplated water distribution, storm and sanitary sewer plan.	Y
f. A written statement explaining in detail the full intent of the applicant, indicating the type of dwelling units or uses contemplated and resultant population, floor area, parking and supporting documentation, including the intended schedule of development.	Y

The applicant has submitted a package meeting the minimum requirements for final determination.

Site Plan & Use:

1. **Summary of Proposed Use.** The plan still calls for two primary use areas on the site: a 100-bed skilled nursing facility on the southern portion of the site, and mixed residential on the north portion. The residential portion has been substantially altered, however. The approved version of the plan included 94 units, 64 of which were two-bedroom attached townhomes spread over 12 buildings, with 3-7 units each. The remaining 30 units were two-bedroom detached ranch-style units with walkout basements (this portion of the plan has been more or less preserved from the original approval). All buildings currently on the site will be removed, except for the existing historic chapel; the corner sign will also remain as a landmark.
2. **Land Use Plan.** The plan breaks down the land uses proposed for the property as follows (the areas dedicated to open space are no longer listed separately from the areas planned for development:
 - a. **Detached Residential (called Phase 1B):** 14 acres net
 - b. **Skilled Nursing (called Phase 1A):** 14.1 acres net
 - c. **Natural Preservation:** 6.2 acres in the Phase 1A area, with 1.09 acres potentially to be split and sold for single-family development

About 19.6% of the site is assigned to open space uses and preservation of the existing landscape.
3. **Historic Designation.** The parcel is a designated historic site. The applicant proposes to demolish most of the buildings, preserving the existing chapel to be incorporated into the skilled nursing facility. The Historic District Commission has issued a notice to proceed, subject to the following:
 - a. Materials from demolished buildings will be stockpiled for future re-use.
 - b. The proponent will not proceed with any demolition until all other associated approvals are received.

- c. Any building approved for demolition but left standing will remain subject to Historic District Commission review.
4. **Master Plan.** The master plan designates the site single family residential. The residential density map identifies this parcel as low density, which is consistent with current zoning. The Master Plan also identifies this parcel as Special Residential Planning Area No. 3 and sets the following goals and policies for the parcel:
- Maintain the historic character of the site
The chapel and corner sign are proposed to remain, and the site's southwestern portion is proposed to remain in its natural state.
 - Arrive at a plan for development that will be compatible with abutting residential uses, including a suitable transition area of single-family to existing residential use
The plan proposes two uses: skilled nursing and detached single-family residential in the area closest to the adjacent neighborhood.
 - Pay special attention to traffic control because of intersection, topography of the roads and the proximity of the bridge on Twelve Mile Road
The site plan reduces the number of driveways to three and attempts to either align the new drives with driveways across Inkster or move them away from other driveways to avoid turning conflicts.
 - Consider the PUD Option as a means to accommodate the complexities of the site
The applicant is seeking approval of a major amendment to an approved PUD.
 - Work with the developer on suitable plans that will achieve the goals
The PUD process is designed to give the planning commission input into the design of the site.
 - Feature the historic buildings on the site
One historic building is preserved in the plan.
 - Protect the environment and drainage pattern of Pebble Creek, which is part of the Green River Corridor
Development is kept away from Pebble Creek, and the narrative refers to a plan to dedicate seven acres around the creek for conservation.
 - Carefully control the location of access for traffic management purposes
Per the comment above, the applicant appears to have considered access management issues in the conceptual design. See comments below on access to the residential portion of the project.
 - Emphasize vehicular access from Inkster Road because of grade changes and high traffic volume on Twelve Mile Road
All access is shown from Inkster on the site plan.
 - Require widening of Inkster Road if there is any non-residential development
The applicant proposes a skilled nursing facility and detached residential development.
 - Establish residential lots or other suitable transition abutting the existing lots to the west
The applicant suggests that smaller detached units and natural vegetative screening will serve as the transition to single family housing to the west.
5. **Density.** The applicant is proposing two uses: skilled nursing and single-family residential. **Relief is sought to allow skilled nursing, which is not permitted in the underlying district.**

- a. **Skilled nursing.** Per Section 34-4.17, convalescent homes in the RC-1, RC-2, RC-3, and SP-1 districts require 1,000 square feet of open space for each bed in the home. 100,000 square feet of open space is required. 556,922 square feet is provided in the skilled nursing land use area (this, however, includes the Inkster Road right-of-way; nevertheless, this standard is met).
- b. **Residential.** The applicant proposes 51 detached single-family units in the 14.1-acre residential use area of the plan. The underlying RA-1B district requires minimum lot size of 26,000 square feet, or 1.675 units per acre. Proposed density is 3.6 units/acre. **This exceeds the underlying permitted density and requires relief from ordinance standards. Note that this is a reduction in density from the previously approved plan, which included a total of 94 units, some of which were attached.**

6. **Dimensional Standards of the RA-1B District.**

Standard	Required	Proposed
Lot Size 34-3.1.2.D	23,400 sq ft min/26,000 sq ft min average	N/A – no individual lots proposed
Lot width 34-3.1.2.D	140 ft min	1673 ft
Lot coverage 34-3.1.2.D	35% max	9% on skilled nursing portion, 18% on mixed residential
Front setback 34-3.1.2.D	50 ft	30 ft – relief sought *
Rear setback 34-3.1.2.D	35 ft	55 ft
Side setback 34-3.1.2.D	15 ft/total of 30 ft	30 ft from Cheswick Right-of-Way
Building height 34-3.1.2.D	Max. 30 ft*	Skilled nursing: 29.5 ft Detached Single-Family: 20.1 ft

* **Relief sought**

- 7. **Rooftop Screening.** Screening of rooftop equipment on the skilled nursing facility is required. The applicant notes in the 8/4/2022 that all rooftop units will be screened per ordinance (there is a note on the architectural plans as well). Mechanical equipment on the ground shall be screened per Section 34-5.1.4.D.
- 8. **Dumpster Enclosure.** A dumpster enclosure is shown in the screened loading area for the skilled nursing facility. Waste management for the residential units is proposed to be handled individually by unit.
- 9. **Parking.** Parking requirements for all proposed uses are met. Each single-family unit has a garage, as well as a driveway space.

Use	Standard	Proposed
Skilled Nursing Facility	1space/4 beds = 25 spaces	121 spaces
Single-Family Homes	2 spaces per unit = 102 spaces	102 + spaces (two-car garages with driveways)

The applicant explains in the response letter dated 8/4 that the nature of the skilled nursing facility requires a higher parking count than the standard in the ordinance.

10. Off-street parking dimensions (34-5.3.3.A & B.).

Item	Required	Proposed/Comments
Maneuvering lane width	20 ft for 90-degree parking	24 ft
Parking space width	9 ft.	9 ft
Parking space length	20 ft. for minimum required (May include a maximum two-foot unobstructed vehicle overhang area at the front of the parking space.) 17 ft. for additional parking (May include a maximum one-foot unobstructed vehicle overhang area at the front of the parking space)	Skilled nursing: 20 ft Each detached unit has a two-car garage, plus a driveway with 23.5 feet to the street or sidewalk where one is present.

11. **Barrier Free Parking.** Eight ADA spaces are proposed for the skilled nursing facility.

12. Landscaping (34-5.14).

Item	Required			Proposed/Comments
Minimum distance from the property line (34-5.14.C.ii)	4 ft from the property line for trees and large shrubs			Compliant
Minimum parking lot island area	Minimum of 180 square feet; 3 feet minimum radius at the trunk of the tree			Standard is met by all in-lot landscape areas
Cost estimate	Not required			--
Minimum size and spacing requirements (34-5.14.F)	Size	Center to center distance (max)		
	(Height/width)	groupings	rows	
• Evergreen Trees	8 ft. height	20 ft.	12 ft.	--
• Narrow Evergreen Trees	5 ft. height	10 ft.	5 ft.	--
• Large Shrubs	30 in. height	10 ft.	5 ft.	--
• Small Shrubs	24 in. width	4 ft.	4 ft.	--
• Large Deciduous	3 in. caliper	30 ft.	-	Standard is met
• Small deciduous trees	2 in. caliper	15 ft.	-	--
• Hedge shrubs	24 in. height	3 ft.	3 ft.	Standard is met
Canopy Trees	Shall be large deciduous. PC may permit large evergreens			Standard is met
Minimum number of parking lot trees (34-5.14.4.C)	1 per every 2,800 square feet of paved surface area: 127,061 sq ft of paved area = 45 required trees.			45 trees

Item	Required	Proposed/Comments
Parking lot screening from public thoroughfare (34-5.14.5)	A planted hedge of small shrubs, or A masonry wall or berm 2 feet high	Hedge provided
Wall or Berm (34-5.15)	Required when abutting a residential district. (See 34-5.15)	None proposed; detached single-family use is closest to adjacent neighborhood.
Buffer to Single-Family (34-5.14.6) (no longer a buffer from multiple to single, but buffer is still provided)	i. Two (2) large deciduous trees; ii. Four (4) small deciduous trees; iii. Six (6) large shrubs; iv. Two (2) evergreen trees. Multiplied by 0.8 for 35-foot buffer yard 800 linear feet: 13 large deciduous 26 small deciduous 39 large shrubs 13 evergreens	13 large deciduous 26 small deciduous 39 large shrubs 13 evergreens
Tree replacement (34-5.18)	Per Section 34-5.18	See below

204 total deciduous, 150 total evergreens

13. **Tree Removal.** The submission package includes the required tree survey and inventory, as well as the required superimposed survey.

Removed	Required Replacements	Provided
Regulated Trees: 49	50	See total below
Landmark Trees: 55 with total dbh of 1,498 inches	1,556 x 0.25 = 389 inches 389/3 = 130 3-inch caliper trees	See total below
Total:	180	180

14 trees are listed with a health score too low to require replacement.

14. **Traffic Study.** We defer to the city’s traffic engineer for a review of the traffic study.

15. **Lighting.**

- c. **Operation hours (34-5.16.3.B.v.).** Standards related to operating hours are met.
- b. **Illumination Levels.** It must be confirmed that all fixtures meet the full cut-off requirement of the ordinance. Fixtures W1 and W2 appear to be decorative in nature; light output and compliance with cutoff standards is not clear.

Item	Required	Proposed/Comments
Maximum height (34-5.16.3.A.)	15 feet maximum in RA-1B	15 feet
Building Lighting (34-5.16.3.A. iii.)	Relevant building elevation drawings showing all fixtures and the portions of the walls to be illuminated	Wall fixtures are shown on elevations

Item	Required	Proposed/Comments
Average to minimum illumination ratio (34-5.16.3.C)	4:1	18:1/12:1
Maximum illumination at the property line	0.3 fc	0.1 fc
Illumination Levels- Hardscape areas (e.g., parking areas, sidewalks)	Max. 2.5 lumens per sq ft of hardscape area	Unclear from plan
Illumination Levels Building Entrances – within 20 ft of door	Max. 2,000 lumens per door	Unclear from plan

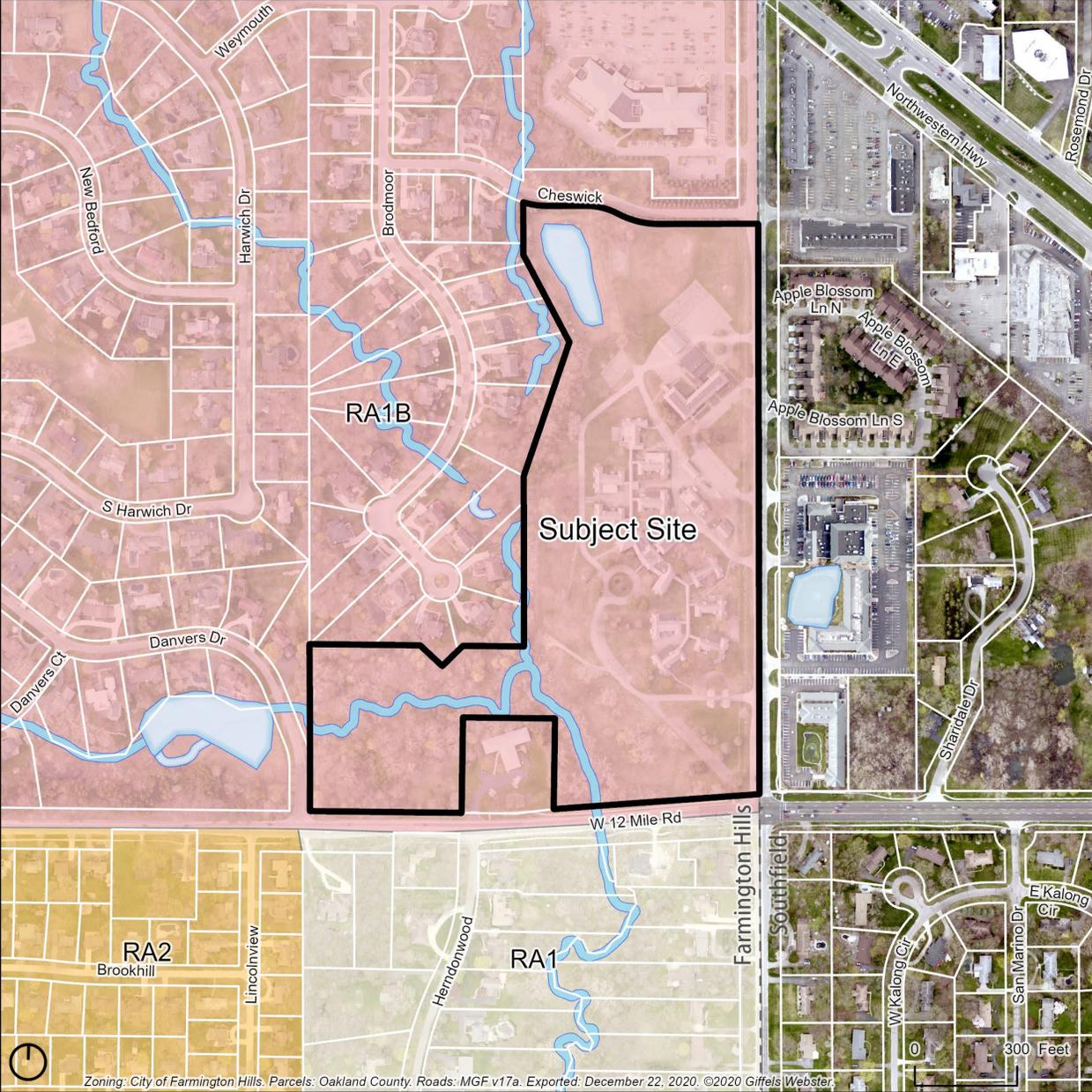
- 16. **Pedestrian Circulation.** The plan includes sidewalks throughout the attached single-family portion of the development, as well as around the skilled nursing facility. The detached single-family units are served by a sidewalk on one side of the access street.
- 17. **Access.** The applicant has now provided a second point of access to the residential portion of the project, as required by Fire and Engineering. The secondary access is onto Cheswick, the public street to the north of the development.
- 18. **Relief Sought from Ordinance Standards:**
 - d. Permit Detached single-family at requested density of 51 units.
 - e. Permit reduced front setback along Inkster Road (30 feet).
 - f. Permit skilled nursing use.

We are available to answer questions.

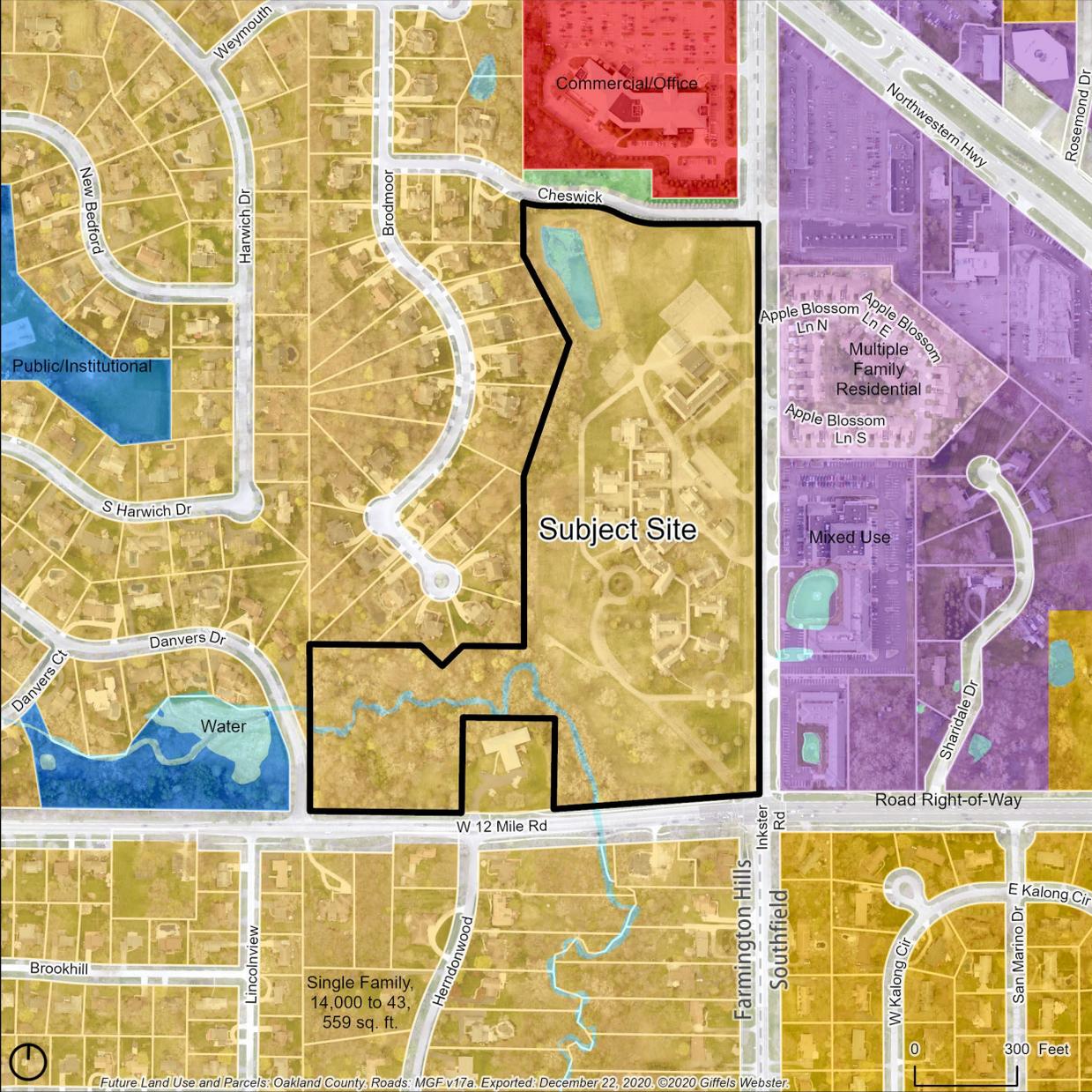
Respectfully,
Giffels Webster


 Jill Bahm, AICP
 Partner

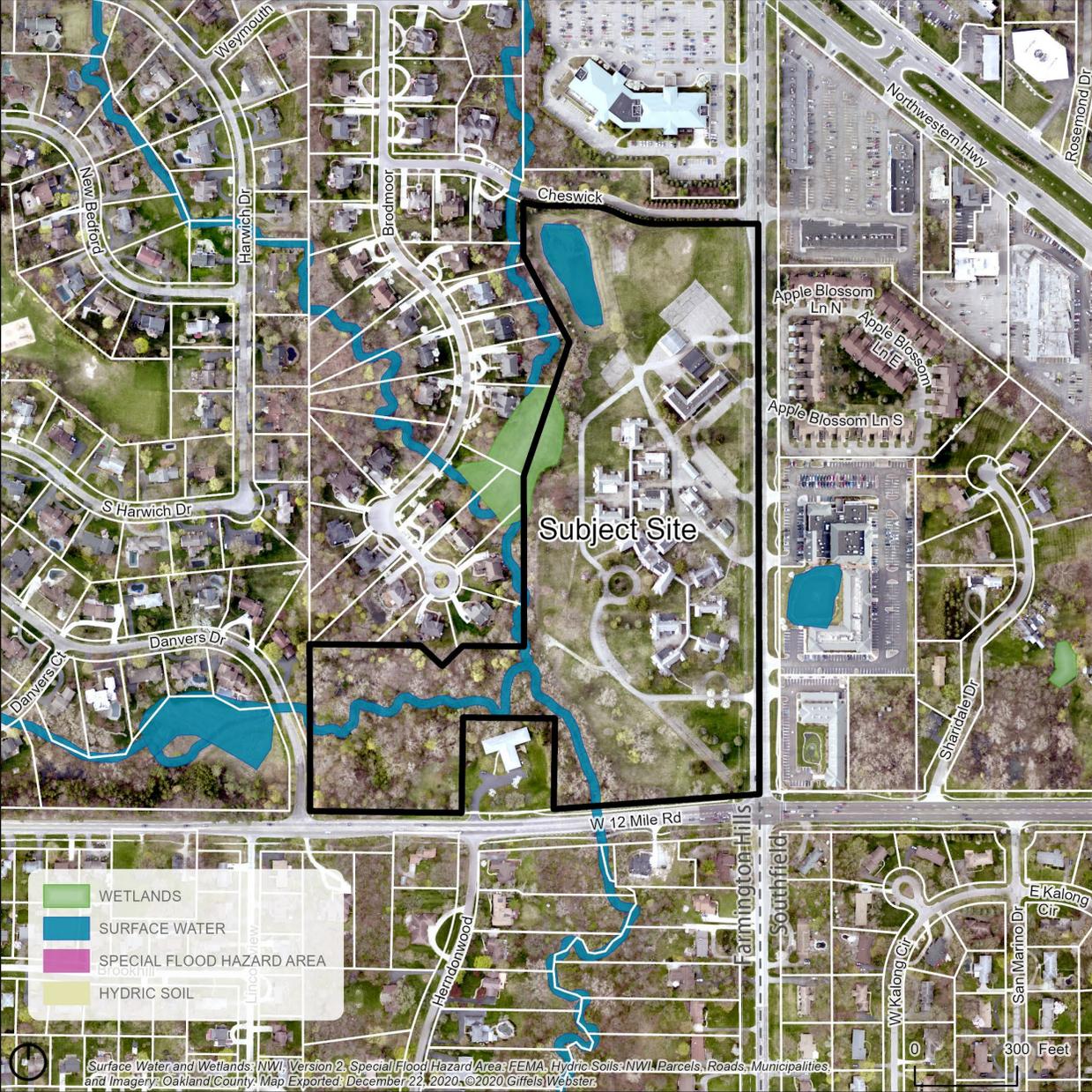

 Joe Tangari, AICP
 Principal Planner



Current zoning



Master Plan designations for this area.



Wetlands & surface water

**MEETING MINUTES
HISTORIC DISTRICT COMMISSION
CITY OF FARMINGTON HILLS
December 8, 2021 – 7:30 p.m.
FARMINGTON HILLS CITY HALL – COMMUNITY ROOM
31555 W. ELEVEN MILE ROAD, FARMINGTON HILLS, MI**

1. CALLED TO ORDER BY: Chairman Ken Klemmer (7:30 p.m.)

2. MEMBERS PRESENT: Ken Klemmer, John Trafelet, Alec Thomson, Steve Olson, Marleen Tulas and Lisa Martin (via telephone)

Members Absent: Jim Paulson

OTHERS PRESENT: Valerie Knol (City Council Liaison), Erik Perdonik (City Staff Planner), Raj Patel (Optalis Healthcare) and Scott Elliott (Signature Associates)

3. Approval of Agenda:

Motion to approve agenda for December 8, 2021.

Motion by: John Trafelet
Support by: Marleen Tulas

Motion carried: 5-0

4. New Business

First Amendment to September 23, 2020, Notice to Proceed 20-1

Historic District: HD#507– Sara Fisher House

Location: 27400 Twelve Mile Road

Parcel ID: 22-23-12-476-008

Applicant: Optalis Healthcare

Owners: Evangelical Homes of Michigan

Proposal: Amend the September 23, 2020 Notice to Proceed 20-1 with the following language:

- The demolition of all historic structures on the property described above, with the exception of the chapel wing of the administration building, the entry wall and gates at the corner of Twelve Mile and Inkster Roads, and the historic marker, which shall all be preserved, as shown on Exhibit A attached hereto, provided that:
- Materials from the buildings razed shall be reused as much as possible;
- Existing wood windows, architecturally significant exterior elements, and historic building materials in the historic buildings shall be retained, preserved, and reused in so far as possible in the construction of the new on-site buildings;
- The proponent shall not proceed with any demolition whatsoever until completion of all other associate City of Farmington Hills approvals for complete redevelopment of the property;
- Any structure which is approved for demolition but left standing will remain subject to Historic District Commission review.

Motion by: Steve Olson
Support by: John Trafelet

Motion Carried: 6-0

5. Old Business

None

6. Points of Interest/Update

7. Correspondence – No correspondence

8. Public Comment

No public in attendance

9. Commissioner Comments

Commissioner Martin noted the need to update the Bluebook entry for Sara Fisher property. She also inquired as to the status of efforts to contact historic district property owners with a letter. Commissioner Thomson will draft an item for review and consideration by the HDC. Erik Perdonik will contact the Assessor's Office about the possibility of creating a note/flag on historic properties so that the Commission can be alerted as to when their ownership status changes.

10. Approval of Minutes – November 10, 2021

Corrected spelling of names in report:

Thompson – Thomson

Olsen – Olson

Eric - Erik

Motion by: John Trafelet

Support by: Alec Thomson

Motion Carried (with above noted corrections): 6-0

11. Adjournment

Meeting adjourned at 8:41 p.m. by Chairmen Klemmer

Minutes prepared by Alec Thomson

**MINUTES
CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
JUNE 16, 2022, 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: Aspinnall, Brickner, Countegan, Grant, Mantey, Trafelet, Varga, Ware

Commissioners Absent: Stimson

Others Present: Director of Planning and Community Development Kettler-Schmult City
Attorney Schultz, Planning Consultant Tangari, Staff Engineer
Sonck

APPROVAL OF THE AGENDA

MOTION by Trafelet, support by Brickner, to amend and approve the agenda as follows:

A. REVISED PUD PLAN 2, 2021, & SITE PLAN 59-5-2022

LOCATION:	27400 Twelve Mile Rd
PARCEL I.D.:	23-12-476-008
PROPOSAL:	Construction of a skilled nursing facility and condominium development in an RA-1B, One Family Residential District
ACTION REQUESTED:	Set for public hearing
APPLICANT:	Optalis Healthcare
OWNER:	Evangelical Homes of Michigan

Referencing his June 8, 2022 memorandum, Planning Consultant Tangari gave the following review comments.

Regarding the PUD Revision request:

- This application is for PUD final determination and site plan/landscape plan/tree removal approval.
- The site was the old Sarah Fisher home, at the corner of Inkster and 12 Mile, consisting of 15 buildings, with Pebble Creek running along the western edge of the property and then through the southern portion as well.
- Adjacent properties within the City are mostly RA-1 and RA-1B zoning. Across Inkster in Southfield there is RT Attached single family (townhomes) and OS (medical office use).
- There were currently 5 driveways off of Inkster Road.
- At its meeting on January 21, 2021, the Planning Commission granted preliminary PUD qualification to this site, citing the plan's compliance with all of the objectives under Section 34-3.20.2.E., except for objective v. This was discussed in some detail in the review memorandum.
- A final PUD qualification was granted by the Planning Commission on April 22, 2021. The applicants appeared at City Council on May 24, 2021, where a motion to postpone listed concerns that Council felt were not sufficiently addressed:
 1. Lack of imagination for the residential portion on the north end of the site and lack of amenities.

2. Prefer owner-occupied dwellings over apartments with more amenities such as a pool or courtyard area with fire pits or other gathering areas.
 3. Density of the residential area was too high.
 4. Too much parking area in the residential area – suggested exploring underground parking.
- When the applicants returned to City Council on September 27, 2021, a motion of approval failed, because Council did not feel that the plans had changed sufficiently. The applicant has now returned to the Planning Commission with a revised plan and is seeking concurrent site plan and final PUD approval.
 - In order for a zoning lot to qualify for the PUD option, the zoning lot needs to meet one of 8 objectives under Section 34-3.20.2.E. The objectives cited by the Planning Commission as being met when the applicants received preliminary qualification on January 21, 2021 included all objectives but v.:
 - i. To permanently preserve open space or natural features because of their exceptional characteristics or because they can provide a permanent transition or buffer between land uses.
 - ii. To permanently establish land use patterns which are compatible or which will protect existing or planned uses.
 - iii. To accept dedication or set aside open space areas in perpetuity.
 - iv. To provide alternative uses for parcels which can provide transition buffers to residential areas.
 - v. (Did not cite this objective.)
 - vi. To promote the goals and objectives of the Master Plan for Land Use.
 - vii. To foster the aesthetic appearance of the city through quality building design and site development, the provision of trees and landscaping beyond minimum requirements; the preservation of unique and/or historic sites or structures; and the provision of open space or other desirable features of a site beyond minimum requirements.
 - viii. To bring about redevelopment of sites where an orderly change of use is determined to be desirable.
 - The applicant updated and re-submitted this portion of the PUD narrative. Though only one objective must be met by the plan, the applicant's narrative directly addresses all eight objectives, except for objective v. As noted above, the Planning Commission cited all objectives except for objective v. when granting preliminary PUD qualification in January, 2021.
 - Objectives i, ii, iii, and vii are all addressed primarily via the preservation of trees along Inkster Road, large wooded areas on the western edge of the site, and the topography and other natural conditions of Pebble Creek in the southern portion of the site. To further address item ii, the applicant noted that the use provides a transition from the medical and office uses across Inkster to the single family uses to the west. To further address objective vii, the applicant noted that the existing chapel will be preserved. On the previous plan the administration building and the chapel were going to be preserved; it is now just the chapel. The change had been approved by the Historic District Commission. Materials that are proposed on the skilled nursing facility are intended to complement the materials on the chapel, to which the skilled nursing facility will be attached. The applicants similarly promise high-quality materials and design on the multi-family buildings.
 - The applicant makes the case that objective iv. is met by stepping down residential uses from attached units to detached ranches with walkouts as the site gets closer to the adjacent single-family neighborhood, as well as preserving the existing natural vegetation.
 - Regarding objective vi, the applicant asserts that goals of the 2009 Master Plan will be met by the plan, noting that the site will serve as a transitional property between more intensive uses east of Inkster and less intensive uses to the west, while preserving a historic building and improving access management, taking the 5 driveways down to 3.
 - Regarding objective viii, the applicant cites similar factors to the response to objective vi.
 - Given that both the proposed uses are not permitted in the underlying district, and that the plan would

require variances in the districts that do permit those uses, it appears that the PUD is not sought solely

to avoid a variance, but the PUD is looking for a mix of uses that would otherwise not be possible in this area. A PUD is recommended for the site in the 2009 Master Plan.

- The information submitted is sufficient to meet the requirements for final determination.

Regarding site plan review:

- The land use plan refers to the two halves of the site as Phase 1A (skilled nursing facility) and Phase 1B (mixed residential use). Both are about 14 acres each, with approximately 6.2 acres of natural preservation in the Phase 1A area. A separate 1 acre portion will potentially be split off and sold for single family development; the applicants should explain their thinking for this option.
- About 19.6% of the site will be assigned to open space uses and preservation of existing landscape.
- The Historic District Commission has issued a notice to proceed, subject to the following:
 - Materials from demolished buildings will be stockpiled for future re-use.
 - The proponent will not proceed with any demolition until all other associated approvals are received.
 - Any building approved for demolition but left standing will remain subject to Historic District Commission review.
- The Master plan designates the site as single family residential. The residential density map identifies this parcel as low density, which is consistent with current zoning. The Master Plan also identifies this parcel as Special Residential Planning Area No. 3 and sets the goals and policies for the parcel, which will be reviewed in detail at the public hearing.
- Site plan review issues will also be discussed at the public hearing. Special attention should be paid to the following:
 - Previous versions of this plan exceeded the density that was permitted in any of the RC districts. This version of the plan comfortably fits within any of the RC districts. The proposed density is now actually less than the maximum that would be permitted in the RC-1 district. This was a significant change in the amount of housing planned for the site.
 - The plan seeks relief from the front setback requirement along Inkster Road (33.5 feet instead of 50 feet).
 - The plan seeks relief from the height requirement for attached single-family units (34.15 feet instead of 30 feet)
 - The plan proposes two uses: skilled nursing and multiple-family residential, neither of which are permitted in the underlying district.
 - The applicant should explain why parking is provided at a rate over four times the requirement for the skilled nursing facility.
 - The plan includes sidewalks throughout the attached single-family portion of the development, as well as around the skilled nursing facility. However, there are no sidewalks in the area where detached single-family units are proposed. The applicant should consider extending the walkway network into this area, especially considering the stated “active adult” target market for these units.
 - Engineering has some concerns with the way some of the interior circulation network is laid out; there will probably be internal discussions prior to the public hearing regarding those issues.

Planning Consultant Tangari concluded his review comments.

The Commission requested that a summary of the prior submission be provided before the public hearing, so that changes from the original plan would be evident.

Raj Patel, CEO and Principal of Optalis Health Care, 25500 Meadowbrook Road, Suite 230 Novi, was present on behalf of this application for Revised PUD and site plan approval. Tim Lochran, Robertson Brothers Homes, 6905 Telegraph, Bloomfield Hills, was also present.

Mr. Patel made the following points:

- They had received input from the neighbors, the Historic District Commission, City Council, and the Planning Commission.
 - When they began this process they did not have a co-developer, even though the site is too big for Optalis Health Care use.
 - Optalis operates 14 facilities around southeast Michigan.
 - The subject site was challenging with issues of grade, contamination, wetlands, and so on.
 - The City Council felt the original proposed apartment complexes lacked imagination. Council was interested in less density along with higher quality for-sale home products.
 - The neighbors and City Council felt the proposal was too dense.
- They had reduced density from 156 units to 94, or a 40% reduction in density.
- Quality home builder Robertson Brothers had come to the project as a co-developer.

Utilizing a PowerPoint presentation, Mr. Lochran summarized the proposed development as follows:

- The entire site was about 30 acres, 28 acres net, zoned R1-B. The proposed PUD would have 100 skilled nursing beds, which was a reduction from the original submission. There were now 94 homes in the residential section.
- City Council had indicated they wanted to see more detached ranch homes. The applicants did revise the plan but the proposal is not viable with all ranches on the site. They were offering a mix of uses, with 3 distinct for sale offerings:
 - 30 single or 1.5 story ranches, with first floor masters, on the west side, attracting empty nesters.
 - 29 mid-level 2-car, 2-bedroom or 2-bedroom with den townhomes, providing “missing middle” housing.
 - 35 one-car 1200 sf townhomes, again providing “missing middle” housing.
 - The skilled nursing facility is under 30’ high.
- The proposed development will be a walkable community with internal amenities, offering the re-use of historic materials from the site along with historic signage, and will provide a good transition to the neighbors to the west.
- Robertson Brothers is a “Top 5” home builder, with a 95% willingness to refer.

In response to questions from the Commission, the applicants gave the following information:

Regarding the nursing facility:

- The 100-patient capacity facility will be a state of the art higher end facility focused on rehabilitation of patients who have had strokes, need orthopedic rehabilitation, etc., with short term stays and significant visitation by family as well as a higher ratio of staff: approximately 3-4 staff providing direct care to each patient. There would also be kitchen, janitorial, and housekeeping staff, visiting professionals, physicians, physical therapists, respiratory therapists, etc. At other Optalis facilities of similar size where there are close to 100 parking spaces, parking can get very tight. In this instance no other parking is available, and they felt they needed the extra spaces.
- They didn’t want any more parking than necessary, but it was inconvenient when people visited the site and could not find parking.
- Typical patient stay was 15-18 days.

Regarding the residential development:

- Nursing homes traditionally have been located in residential areas.
- Optalis chose this site for geographic and demographic reasons, but the site was too big for just the health care use.
- The two uses will be separate in character, with separate parking facilities.
- Amenities for the residential development will be outdoors; no indoor amenity-specific building is proposed, with the exception of the historic chapel.

Chair Countegan indicated he was ready to entertain a motion.

MOTION by Varga, support by Trafelet, that revised PUD Plan 2, 2021, including Site Plan 59-5-2022, submitted by Optalis Healthcare, dated May 18, 2022, be set for public hearing for the Planning Commission's next available regular meeting agenda.

Motion carried unanimously by voice vote.

PUBLIC COMMENT

In response to a question from Commissioner Trafelet, Mr. Zabik (Case A) gave information regarding the water table on his property.

COMMISSIONERS' COMMENTS

ADJOURNMENT

MOTION by Brickner, support by Grant, to adjourn the meeting at 8:26pm.

MOTION carried unanimously by voice vote.

Respectfully Submitted,
Marisa Varga
Planning Commission Secretary

/cem

**MINUTES
CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
JULY 21, 2022, 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: Aspinnall, Brickner, Countegan, Grant, Mantey, Stimson, Trafelet, Varga,

Commissioners Absent: Ware

Others Present: City Planner Perdonik, City Attorney Schultz, Planning Consultant Tangari, Staff Engineer Dawkins

APPROVAL OF THE AGENDA

MOTION by Brickner, support by Trafelet, to approve the agenda as presented.

MOTION carried unanimously by voice vote.

REGULAR MEETING

. PUBLIC HEARING

A. REVISED PUD PLAN 2, 2021, & SITE PLAN 59-5-2022

LOCATION:	27400 Twelve Mile Rd
PARCEL I.D.:	23-12-476-008
PROPOSAL:	Construction of a skilled nursing facility and condominium development in an RA-1B, One Family Residential District
ACTION REQUESTED:	Recommendation to City Council
APPLICANT:	Optalis Healthcare
OWNER:	Evangelical Homes of Michigan

Raj Patel, CEO and Principal of Optalis Health Care, 25500 Meadowbrook Road, Suite 230 Novi, was present on behalf of this application for Revised PUD and site plan approval. James Clarke, Robertson Brothers Homes, 6905 Telegraph, Bloomfield Hills, was also present, as was Jared Kime, PEA Group.

Applicant presentation

Utilizing a PowerPoint presentation that included narrative as well as renderings and floor plans, the applicants gave the following information:

- Tonight they were presenting a much evolved, revised plan than that submitted in 2020-2021 to the Planning Commission and City Council.
- They had taken comments regarding City Council's vision of the site, listened to the neighbors, and took into consideration the requirements of the Historic District.

- The Robertson Homes part of the development was to the north. The number of units are greatly reduced from the initial concept of 150+ units, now down to 94 residential units.
- The skilled nursing rehabilitation facility will be located on the southeast corner of the site.
- Part of the agreement with the Historic District is restoring and maintaining the chapel portion of the administrative building. The entrance will be modernized to be ADA-compliant, and the restored and preserved chapel will be used by the nursing facility as well as offer public access.
- The single family portion of the development will be detached single family condominiums maintained by an HOA, with no play structures, pools, Jacuzzis, etc. permitted in the back yard. It will be a quiet residential neighborhood, attractive to seniors.
- The townhomes along Inkster will be separated from the single family homes by a large, heavily landscaped greenbelt.
- They were requesting that some of the single family residents be allowed to construct an upstairs bedroom in the Cape Cod style. This would add 4 feet to the roofline. No windows would “look back,” preserving the privacy of the existing neighborhood. Approximately 20% of purchasers were likely to choose this option.
- A sidewalk had been added to the detached condominium portion, adding to the sidewalks in the townhome portion, and providing good pedestrian connectivity. There would be 22% open space associated with this part of the PUD development.
- Robertson Brothers had met with the HOA several times, and the HOA had a spokesperson here this evening.

In response to Commission questions, the applicants provided the following information:

- The detached family homes were condominiums. The outside maintenance would be taken care of by the homeowners’ association.
- The detached family homes were an age targeted (not restricted) product. Based on Robertson Brother’s experience, the purchasers for these ranch homes, with restrictions against outdoor play equipment as already mentioned and other characteristics, will be 55 and older.

Consultant comments

Referencing his June 8, 2022 written comments, Planning Consultant Tangari reviewed this request for recommendation to City Council of the Revised PUD Plan 2, 2021 and Site Plan 59-5-2022.

The plan called for two primary use areas: a 100-bed skilled nursing facility on the southern portion of the site, and mixed residential on the north portion.

The site was 31.5 acres and was developed with an abandoned orphanage consisting of 15 buildings. Pebble Creek ran along the western edge of the property, and through the southern portion. The site is currently zoned RA-1B One Family Residential District.

Under Section 34-3.20.2, the Planning Commission may make a determination that the site qualifies for a PUD based on ordinance criteria and procedures. At its meeting on January 21, 2021, the Planning Commission granted preliminary PUD qualification approval to the site, citing the plan’s compliance with all objectives under Section 34-3.20.2.E. except for objective v. The applicant sought a final determination, which was granted by the Planning Commission on April 22, 2021. The plan subsequently appeared at City Council twice, on May 24, 2021, and again on September 27, 2021, where a motion of approval failed.

The residential portion has been substantially altered since its last presentation before City Council on September 27, 2021. That version of the plan included 136 units and 408 total rooms. This version reduces that to 94 units, 64 of which are two-bedroom attached townhomes spread over 12 buildings, with 3-7 units each. The remaining 30 units are two-bedroom detached ranch-style units with walkout basements. All buildings currently on the site will be removed, except for the existing historic chapel. The corner sign will also remain as a landmark.

After detailed review of the plans submitted this evening, Planning Consultant Tangari listed the items under the proposed PUD agreement where relief was sought from ordinance standards:

1. Permit attached single-single family and detached single-family at requested density of 94 units/282 rooms. The proposed density is well within the density permitted in any of the RC districts. Under RA-1B zoning, 23 units would be permitted on the Phase 1B portion of the site.
2. Permit reduced front setback along Inkster Road (33.5' requested, 50' required) for the townhomes.
3. Permit additional height for attached single-family units (34.15' requested, 30' maximum permitted).

Public Comment

Chair Countegan opened the public hearing.

Scott Griffin, 27785 Cheswick Drive, HOA representative, said that Robertson Brothers had worked with the HOA to resolve almost all issues, and he believed the few outstanding issues could also be resolved. This proposal had come a long way from where it started, and the HOA was pleased with the result.

Terri Weems, 29149 Bradmoor Court, was pleased with the direction the plans were taking. She still had concerns regarding landscaping, especially along Cheswick Drive. As a School Board member, she talked about the need for a sidewalk along Inkster and the importance of safety for the bus stop at Cheswick and Inkster. She was also concerned that the development would add more runoff to their detention area.

George Crippen, 29225 Bradmoor Court, gave some of his history in this area and elsewhere, and was concerned about the wildlife that would be displaced because of this development.

Seeing that no other public indicated they wished to speak, Chair Countegan closed the public hearing.

Applicant response

Mr. Clarke addressed questions regarding the residential development as follows:

- They were proposing a sidewalk from Cheswick to 12 Mile Road.
- They were proposing significant landscaping between the development and Cheswick; he had given his contact information to Ms. Weems to discuss this issue.
- There would not be additional impact on the detention pond referenced by Ms. Weems. No storm water was directed to that area.
- Open space in the residential area would be 22% gross, 19% net. There would be a passageway down to the stream bed for wildlife.

Commission discussion and questions

Mr. Patel addressed questions regarding the rehabilitation facility:

- This site needed more parking than traditional senior care facilities. This was a short term heavily-staffed facility. Patients were usually in residence less than a month, and often received multiple visitors, as well as the services of different expert medical staff.
- There will be an enclosed dumpster on the northeast portion of the commercial site. The residential development will not have dumpsters.

Mr. Clarke addressed questions regarding the residential development:

- Regarding height, detached condominiums will be 18 feet or 21 feet high – for the Cape Cod style with 2nd floor bedrooms – to the midpoint. Attached single family homes are 3-story and will be 34.15 feet high to the midpoint.
- The parking spaces will now be 20 feet long when facing pavement, and 18 feet long when facing grass.

Commissioner Mantey pointed out the current absence of a sidewalk along Inkster; he was pleased the plan would add this amenity.

Commissioner Brickner said that he had seen several proposals for this property over the years. This proposal was by far the most compatible, and he was impressed that the neighbors had spoken favorably about it.

Chair Countegan said the Commission appreciated the dialogue that had occurred between the developers and the neighbors.

Chair Countegan indicated he was ready to entertain a motion.

MOTION by Brickner, support by Varga, to RECOMMEND TO CITY COUNCIL that PUD Plan 2, 2021, including Site Plan 59-5-2022, dated May 18, 2022, submitted by Optalis Healthcare, 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 the following conditions:

1. Modifications of Zoning Ordinance requirements as indicated on the proposed plan.
2. Outstanding issues in the June 8, 2002 Giffels Webster review letter be resolved and approved administratively.

Motion carried unanimously be voice vote.

PUBLIC COMMENT

None.

COMMISSIONERS' COMMENTS

ADJOURNMENT

MOTION by Trafelet, support by Grant, to adjourn the meeting at 8:56pm.

MOTION carried unanimously by voice vote.

Respectfully Submitted,
Marisa Varga
Planning Commission Secretary

/cem

MINUTES
CITY OF FARMINGTON HILLS
CITY COUNCIL MEETING
CITY HALL – COUNCIL CHAMBER
AUGUST 22, 2022 – 7:30 PM

The regular session meeting of the Farmington Hills City Council was called to order by Mayor Barnett at 7:32pm.

Council Members Present: Barnett, Boleware, Bridges, Knol (arrived at 8:50pm), Massey, and Newlin

Council Members Absent: Bruce

Others Present: City Manager Mekjian, City Clerk Smith, Assistant City Manager Valentine, Directors Kettler-Schmult, Mondora and Schnackel, Planning Consultant Arroyo and City Attorney Morita

PLEDGE OF ALLEGIANCE

Layla Cypher, Miss Oakland County led the pledge of allegiance.

APPROVAL OF REGULAR SESSION MEETING AGENDA

MOTION by Massey, support by Boleware, to approve the agenda as published.

MOTION CARRIED 5-0.

PUBLIC HEARING:

PUBLIC HEARING AND CONSIDERATION OF REVISED PLANNED UNIT DEVELOPMENT 2, 2021, INCLUDING SITE PLAN 59-5-2022 LOCATED AT 27400 TWELVE MILE ROAD

Charmaine Kettler-Schmult, Director of Planning and Community Development, introduced the proposed amendment. She mentioned that the Planning Commission held their public hearing meeting on this amendment on July 21st and recommended approval unanimously to City Council. The Historic District also issued a Notice to Proceed for the project.

(City Council took a short recess at this time)

Raj Patel, applicant for Optalis Healthcare, noted that there are two developments proposed on the site and they have worked with city staff, surrounding neighbors and the Historic District Commission (HDC) to get to this point in developing the site. He highlighted the revisions made to address the core concerns of Council including reducing density, 100% owner-occupied homes and providing a good transition from the single-family homes to townhouses in order to compliment the surrounding area and providing for plenty of green space. He spoke to the proposed site plan for the entire site and the restoration proposed for the chapel building that has approval from the HDC. Mr. Patel commented that Optalis will be developing a state-of-the-art, 100-bed skilled nursing facility and he presented elevations and floor plans.

Tim Loughrin, Robertson Brothers., stated that in hearing Council's concerns, he felt there was an opportunity to do an enclave development on this site and feel that it fits in well and offers transition to the residential area to the west. He noted that the residential development density was reduced from 156 townhomes to 94 units with detached condos and townhomes. He presented renderings of the proposed designs of the units with high-end furnishings they will offer.

Rod Arroyo, Planning Consultant from Giffels-Webster, stated that this is a new PUD plan before Council so the PUD agreement will come back to City Council for final approval. He reviewed his letter

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controlling access and working with the developer to achieve certain goals. The density exceeds ordinance requirements; however, the applicant is asking for PUD consideration as well as the fact that certain features are being maintained on the site. The applicants are also asking for relief on the front setback along Inkster Road, building height relief for the attached residential units, front setback with regard to parking and dimensions of parking to allow 18 feet for the apron for the attached units. The code calls for 20 foot aprons and he would suggest that the 20 foot standard is maintained. There are some lighting issues that can also be handled administratively and as far as he is aware the applicant plans to meet ordinance requirements.

Mr. Loughrin in response to Council discussed the price points for the various sized units that ranged from \$200's/300's up to \$900,000 dependent upon the unit and chosen options.

Council concerns and/or comments included:

Thanked the applicants for their persistence and patience and for addressing many of the council's original concerns and working with the Historic District Commission and neighbors.

Addressing concerns expressed by the Fire Department regarding traffic obstructions, gate requirement, etc., and consideration of sprinklers in the single-family, detached condominiums

Preference to maintain the 20 foot apron approaching the drives for the attached townhomes to accommodate larger vehicles

Mr. Patel stated that the applicants met with the city engineering division and fire department in early July to discuss design changes and their concerns and to also preserve the aesthetics and desired separation of space for the two projects.

Mr. Loughrin added that they will work with the Fire Department and address any concerns to their satisfaction; however, it is important for them to maintain the enclave type development. He stated that they have done the best they can to provide a buffer to the west and also for their homes so the site is pretty tight to provide 20' aprons. He noted that there is additional space for parking larger vehicles and each garage is 20' x 20' so the area in question is only for guest parking. The 18' aprons will also be disclosed to potential buyers. To make it work, it would make sense to push the development closer to Inkster and there is already a request for a waiver for that setback. He also stated that the HOA will most likely diligently enforce upon any parking issues.

Mayor Barnett opened the public hearing.

Pam Gerald, resident, expressed concern there was no notification to area residents in neighboring Southfield as she also owns a home in Southfield that she feels is affected by this development. She questioned the purpose of the proposed chapel reflection room as well as the eco-friendly accreditation status of the development and feels that the Council should get clarification on the rehabilitation facility versus the residential portion of the site before approving the plan.

Mayor Barnett commented on the time spent by the developers to bring back a proposal that addressed many of the concerns of Council and that this was a historic site and many of the materials were being reused on the site where possible. She also noted that the developers have worked with the HDC, neighbors and city on this project.

Ms. Gerald added that she would like for the focal point to be the rehabilitation center and not the homes and would have liked to hear more about Optalis and proposed staffing for the rehab center as she did not feel that Optalis Healthcare had great reviews.

Mayor Barnett commented that such facilities are monitored by state requirements.

Scott Elliott, Realtor for the property, explained that he sold the property 6 years ago to a developer who hoped to build on the site but got in over their head and the project never happened. He spoke to the first-class nature of Optalis Healthcare and Robertson Brothers Homes and stated that he feels this is an excellent development for Farmington Hills and has approval of surrounding neighbors and would appreciate Council's consideration of the project.

There being no further comments, Mayor Barnett closed the public hearing.

Further discussion was held with regard to the 18' aprons. Mr. Loughrin stated that he prefers staying with the 18' aprons and they will have to market and sell that way with enforcement by the HOA. He noted that reiterated that additional parking was available to the north and south for larger vehicles.

Mayor Pro-Tem Newlin stated that she has never liked the idea of a nursing home facility on this site and while she appreciates the residential development, still not feel it would bring in young families to the area as they are not affordable to young families or to staff working on the site at the nursing facility.

Mr. Patel stated that this is not a nursing home or assisted living facility but a skilled nursing facility licensed and regulated by the state and there is not a facility like this in Farmington Hills.

MOTION by Bridges, Knol, that the City Council of Farmington Hills hereby approves the application for approval of revised PUD Plan 2, 2021, including SP 59-5-2022, subject to the following conditions:

- 1) The applicant shall post a cash deposit or irrevocable and automatically renewing letter of credit with the City, in a form, manner, and amount acceptable to the City Engineer and City Attorney, to insure and guarantee completion of the improvements for the Planned Unit Development (PUD) according to a schedule approved by the City Engineer
- 2) Any conditions and requirements stated in Giffels Webster's review shall be complied with or addressed to the satisfaction of the Planning and Community Development Department
- 3) Any conditions and requirements stated in the reviews of the City Engineer and City Fire Marshal are complied with or addressed to the satisfaction of the City Engineer and Fire Marshal
- 4) Public sanitary sewer service access needs shall be provided to Twelve Mile Road to the satisfaction of the City Engineer

IT IS FURTHER RESOLVED, that the City Council directs 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.

MOTION CARRIED 5-1 (Newlin opposed, Bruce absent)

NEW BUSINESS
ADDITIONS TO AGENDA

There were no additions to the agenda.

ADJOURNMENT

MOTION by Massey, support by Bridges, to adjourn the regular session City Council meeting at 10:42pm.

MOTION CARRIED 6-0.

Respectfully submitted,



Pamela B. Smith, City Clerk

**MINUTES
CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
MARCH 16, 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: Aspinal, Brickner, Countegan, Grant, Stimson, Trafelet, Varga, Ware

Commissioners Absent: Mantey

Others Present: Staff Planner Canty, City Attorney Schultz, Planning Consultant Tangari

APPROVAL OF THE AGENDA

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

MOTION passed unanimously by voice vote.

PUBLIC HEARING

A. AMEND PLANNED UNIT DEVELOPMENT (PUD) 2, 2021, INCLUDING REVISED SITE PLAN 59-5-2022

LOCATION: 27400 Twelve Mile Road
PARCEL I.D.: 22-23-12-476-008
PROPOSAL: Construction of assisted living facility and detached, single-family condominiums in RA-1B, One Family Residential District
ACTION REQUIRED: Set for public hearing
APPLICANT: Optalis Group
OWNER: Evangelical Homes of Michigan

Referencing his March 8, 2023 memorandum, Planning Consultant Tangari gave the background and review for this request to amend Planned Unit Development (PUD) 2, 2021, including Revised Site Plan 59-5-202. The action requested this evening was to set this request for public hearing.

Planning Consultant Tangari explained that this was a recently approved PUD at the corner of Inkster and 12 Mile Road, the old Sarah Fisher site. The underlying zoning was RA-1B single family residential.

- The Planning Commission previously determined that the proposed amendment to the PUD is a major amendment to the approved PUD plan for this site. This amendment primarily affects the residential portion of the approved plan, and removes all attached units, though there are also small changes to the skilled nursing portion of the plan that mostly relate to how that portion of the site interfaces or does not interface with the residential portion.
- The plan still called for two primary use areas on the site: a 100-bed skilled nursing facility on the southern portion, and mixed residential on the north portion. The residential portion has been substantially altered, however. The approved version of the plan included 94 units, 64 of which were two-bedroom attached townhomes spread over 12 buildings, with 3-7 units each. The remaining 30 units were two-bedroom detached ranch-style units with walkout basements (this portion of the plan

- has been more or less preserved from the original approval). All buildings currently on the site will be removed, except for the existing historic chapel; the corner sign will also remain as a landmark.
- Regarding the residential use, the applicant now proposes 51 detached single-family units in the 14.1-acre residential use area of the plan. The underlying RA-1B district requires minimum lot size of 26,000 square feet, or 1.675 units per acre. Proposed density is 3.6 units/acre. This exceeds the underlying permitted density and requires relief from ordinance standards. However this is a reduction in density from the previously approved plan, which included a total of 94 units, some of which were attached.
 - Regarding skilled nursing, per Section 34-4.17, convalescent homes in the RC-1, RC-2, RC-3, and SP-1 districts require 1,000 square feet of open space for each bed in the home. 100,000 square feet of open space is required. 556,922 square feet is provided in the skilled nursing land use area (this, however, includes the Inkster Road right-of-way; nevertheless, this standard is met).
 - The use areas had not changed, and nothing regarding the historic designation of the site had changed, although the applicant will again need to go through the Historic District Commission for approval for this change.
 - Relief sought from ordinance standards included:
 - Permit skilled nursing use.
 - Permit detached single-family at requested density of 3.6 units/acre.
 - Permit reduced front setback along Inkster Road (30 feet).
 - Regarding the single family units, each unit would have a garage.
 - Outstanding issues included:
 - Regarding access, the residential portion of the plan is accessed by only one driveway, with a stub connection to Cheswick that has an emergency access gate and surface. Fire, Engineering, and Planning are in agreement that one access point is inadequate for this many units, and that the connection to Cheswick should be fully made if an alternative means of providing a second access point cannot be found.
 - The applicant noted in a letter during the original approval that the parking along the northern property line meets the 10-foot right-of-way setback; this dimension should be shown on the plans.
 - Regarding tree replacement, the notes on the tree replacement plan still refer to the old 174 replacement requirement rather than the new 180-tree replacement requirement and should be updated.
 - Regarding illumination levels, it must be confirmed that all fixtures meet the full cut-off requirement of the ordinance. Fixtures W1 and W2 appear to be decorative in nature; light output and compliance with cutoff standards is not clear.
 - When the PUD was originally approved, the Planning Commission cited all objectives i. – viii. in PUD Ordinance 34-3.20.E as being met, except for objective v. The ordinance required that only one objective be met.

Commission discussion:

- The reduction in density between this plan and the original plan was significant.
- Cheswick is a public road, and the City has authority as to where and how connections are made.

Tim Loughrin, Robertson Homes, was present on behalf of this application for PUD amendment. He explained that the original plan had three-story townhomes along Inkster. At the time Robertson Brothers felt townhomes would buffer the site from Inkster. However, the changes in the housing market had really impacted entry-level buyers who might be interested in townhomes, and who were most sensitive to interest rate hike and construction cost increases. Townhomes continued to be successful in walkable urban areas, but this site was not that type of environment, and Robertson Homes did not want to begin a project that would not be successful. Instead they had taken a step back, and the result was the project before the Commission this evening.

Regarding the connection to Cheswick, Robertson Brothers did want to be sensitive to neighbor concerns.

The stub street would provide emergency vehicle access. The PUD was previously approved with 94 homes and single access.

In response to questions, Mr. Loughrin provided the following:

- They had spoken with their northern neighbors several times, and the neighbors knew about the current concept, although Robertson Homes had not gone through the plans in detail with the neighbors.
- Their engineer had been working with the City of Southfield regarding Inkster Road access.
- They had not yet opened the project for sales.
- Brownfield funds were being sought for portions of the site, and the draft PUD agreement was being worked on.
- Prices for the new homes would likely be low to mid-\$500s.

Chair Countegan spoke to the importance of having two access points to the residential development. If for any reason Inkster Road was closed, it was critical to be able to provide another access. He believed the northern neighbors would be pleased with the reduction in density.

Commissioner Trafelet agreed. A single tree down during a storm could block the Inkster Road access. He suggested that a mountable curb at Cheswick could effectively direct traffic from this development out to Inkster, rather than having them turn into the neighboring subdivision.

MOTION by Stimson, support by Trafelet, that the application to amend PUD Plan 2, 2021, including Revised Site Plan 59-5-2022, dated February 22, 2023, submitted by Optalis Group, be set for public hearing for the Planning Commission's next available regular meeting agenda.

Motion passed unanimously by voice vote.

APPROVAL OF MINUTES February 16, 2023, Regular Meeting

MOTION by Aspinall, support by Ware, to correct and approve the minutes of the February 16, 2023 Regular Meeting as follows:

- **Correct the address for Planned Unit Development (PUD) 6, 1993 from 27614 to 27604 Middlebelt Road where that error occurs.**

Motion passed unanimously by voice vote.

PUBLIC COMMENT

None.

COMMISSIONER/STAFF COMMENTS

ADJOURNMENT

MOTION by Trafelet, support by Grant, to adjourn the meeting at 10:14pm.

MOTION passed unanimously by voice vote.

City of Farmington Hills
Planning Commission Meeting
March 16, 2023
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Respectfully Submitted,
Marisa Varga
Planning Commission Secretary

/cem

**MINUTES
CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
APRIL 20, 2023, 7:30 P.M.**

CALL MEETING TO ORDER

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

ROLL CALL

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

Commissioners Absent: Countegan, Grant, Varga

Others Present: City Planner Perdonik, Staff Planner Canty, City Attorney Schultz,
Planning Consultant Tangari

APPROVAL OF THE AGENDA

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

MOTION passed by voice vote.

PUBLIC HEARING

**A. AMEND PLANNED UNIT DEVELOPMENT (PUD) 2, 2021, INCLUDING REVISED
SITE PLAN 59-5-2022**

LOCATION:	27400 Twelve Mile Road
PARCEL I.D.:	22-23-12-476-008
PROPOSAL:	Construction of assisted living facility and detached, single-family condominiums in RA-1B, One Family Residential District
ACTION REQUIRED:	Recommendation to City Council
APPLICANT:	Optalis Group
OWNER:	Evangelical Homes of Michigan

Tim Loughrin, Robertson Homes, was present on behalf of this application for PUD amendment. Mr. Loughrin made the following points:

- The PUD amendment would primarily affect the residential portion of the development, which had been renamed Pebble Creek.
- The overall development included about 15 acres of residential development and 15 acres of commercial development. The commercial portion included a 100-bed skilled nursing facility.
- The request was to reduce the approved density by about 50%. 94 homes had been approved, including townhomes. The applicants were asking for a reduction to 51 single family homes, eliminating the townhome component entirely.
- The decision to make this request was based on the current economic climate of rising interest rates, pricing first-time buyers out of the market, combined with the capital cost of constructing the townhomes.

- The revised plan shows an enclave development. All homes will be single story 1834 sf ranch homes, with an option for 1.5 story construction. Building heights would be 18'(single story) or 20' (1.5 stories).
- There will be increased landscaping along Inkster Road.
- The PUD agreement with City Council has been paused until a determination can be made relative to this requested amendment.
- The skilled nursing facility has not changed, and parking lot and driveway configuration is similar to the approved plan.
- Regarding the access to Cheswick, the applicants will abide by City requirements, and the engineering and fire departments were requesting full access.. However, what Robertson Homes had proposed was an emergency vehicle access only on Cheswick.
- All homes will be for-sale owner-occupied condominiums. The residential development will be connected via sidewalks; the community will be walkable and inviting, with some internal amenities. The homes will be constructed of high-end elements such as stone, brick, Hardie Board siding, etc.
- As previously approved, Robertson Homes has worked with the Historic District Commission relative to re-using some of the historic materials from the site. The historic chapel will be part of the skilled nursing facility.

Commissioner Brickner asked if there was a way to provide full access to Cheswick that had a right-turn only designation and appropriate directional curbing.

Mr. Loughrin said they would work with the City to provide the most appropriate circulation on the site. He noted that the residential portion of the PUD site would not connect with the nursing home portion; this was consistent with the high-end residential enclave being developed. Robertson Homes did feel an emergency only access on Cheswick should be considered.

Planning Consultant Tangari noted that this request constituted a major change to the approved PUD plan. Referencing his March 8, 2023 memorandum, Planning Consultant Tangari reviewed the site plan application attached to this request for a PUD amendment.

- As mentioned, the proposed density had significantly decreased for the residential portion of this PUD site. However, the plan would still need relief from the ordinance relative to density. The underlying RA-1B district requires minimum lot size of 26,000sf, or 1.675 units per acre. 51 detached single-family units were proposed in the 14.1-acre residential use area of the plan, for a proposed density of 3.6 units/acre. This exceeds the underlying permitted density, even though density has been decreased from the previously approved plan.
- Relief from the ordinance was also requested relative to the reduced front setback along Inkster Road (30' instead of 50').

In response to questions, Planning Consultant Tangari said that development under the cluster option would likely give the same density as that being requested under the PUD.

It was noted that Cheswick was a public road.

Vice Chair Trafelet opened the public hearing for this request for a PUD amendment.

Scott Griffin, Cheswick Drive, supported the development as now presented. His remaining concern was the requirement to access Cheswick Drive, and he asked a series of questions

regarding why the Fire Department was requiring that access. People in the Hickory Oaks subdivision purchased their homes due to the beauty and privacy of Cheswick Drive.

Jeff Dawkins, Bradmoor Court, opposed having an access on Cheswick Drive.

Terri Weems, Bradmoor Court, noted that the Hickory Oaks subdivision-maintained Cheswick Drive, including planting trees. The entrance contributed to the luxury of their homeowner experience. She was also concerned about how increased traffic would endanger the safety of schoolchildren who walked on the road to catch a school bus, as there were no sidewalks.

Scott Lawrence, Bradmoor Court, also appreciated the proposed development, except he did not want an access on Cheswick Drive, which would negatively impact their property values and present a safety hazard to walkers.

Jim Fleszar, Bradmoor Court, also opposed an access to Cheswick Drive. He thought the solution could be found in providing another access onto Inkster Road.

Seeing that no other public indicated they wished to speak, Vice Chair Trafelet closed the public hearing and brought the matter back to the Commission for discussion and/or a motion.

Commission discussion

The Commission acknowledged the public comments opposing the access to Cheswick Drive. However, Cheswick was a public road which provided one of at least two access points to the existing Hickory Oaks subdivision.

Two access points were necessary for any development that had this many residences. A single access could be blocked during an emergency, leaving residents unable to exit their neighborhood, and leaving emergency vehicles without another means to get to an emergency event.

After discussion and amendment, the following motion was offered:

MOTION by Brickner, support by Mantey, to recommend to City Council that the application to amend PUD 2, 2021, including Site Plan 59-5-2022, dated February 22, 2023, submitted by Optalis Group, be approved, because the proposed amendment is 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:

- 1. Modifications of Zoning Ordinance requirements as indicated on the proposed plan.**
- 2. The following conditions:**
 - a. All light fixtures must meet the full cut-off requirement of the ordinance.**
 - b. A second full access to the residential portion of the PUD site be provided as required by ordinance.**

And with the recommendation to allow the following requests for relief from the Zoning Ordinance:

- The skilled nursing facility be allowed as shown.**
- Density be allowed for detached single-family at 3.6 units/acre.**
- 30' setback along Inkster Road be allowed.**

Motion discussion:

The Commission noted that the motion's condition for a second full access did not indicate location, although the plan being recommended tonight to City Council did show the access being to Cheswick. If another location was found to be possible prior to this plan going to City Council, Council could make that change.

Roll call vote: Ayes - Aspinall, Brickner, Mantey, Stimson, Trafelet, Ware. Nays – None.

Motion carried 6-0.

B. SPECIAL APPROVAL PLAN 51-3-2023

PUBLIC COMMENT

None.

ADJOURNMENT

MOTION by Stimson, support by Brickner, to adjourn the meeting at 9:27pm.

MOTION passed unanimously by voice vote.

Respectfully Submitted,
Marisa Varga
Planning Commission Secretary

/cem



INTEROFFICE CORRESPONDENCE

DATE: May 15, 2023
TO: Planning Commission
FROM: Jason Baloga, Fire Marshal
SUBJECT: Amended PUD 2-2021/Site Plan 59-5-2022 (Sarah Fisher Mixed Use Campus)

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. Multiple street obstructions have been proposed. The Fire Department and Engineering will not accept break-away bollards.
2. Site must be designed to accommodate apparatus with a 50' turning radius.
3. Specific gate detail shall be provided to the Fire Department and Engineering for review and approval for all gates proposed.
4. The City of Farmington Hills and the Fire Department shall not be responsible for any damage which occurs to the gate.
5. Hydrants shall be installed according to Chapter 12 Section 12-11 (2) of the City Code, as noted on the proposed plans.
 - a. Watermain shall be looped according to Engineering specifications to ensure adequate water supply.
6. The building suppression and alarm system shall be installed in accordance with State and Local Codes where applicable.
7. Site shall meet flow test requirements as stated in the Fire Prevention Ordinance.
8. If a fire pump is required, a diesel pump or on-site generator shall be provided; DTE is not considered a reliable power source.
9. The Fire Department Connection (FDC) shall be a 5" Storz connection with a 30° downturn. FDC shall be located within 150' of a hydrant. Landscaping/parking shall not block FDC; the FDC location shall be approved by the Fire Department.

10. Emergency Responder Radio Coverage shall be required if determined that signal strength is not adequate.
11. The minimum clearance between the finished roadway surface and any overhead obstruction shall be 13'6".
12. In multiple story buildings, provide floor control valves with water-flow and tamper switches for each floor that are accessed without a ladder.
13. Egress from courtyards shall be maintained according to International Fire Code and Michigan Building Code requirements.
14. Solar Array Shall meet International Fire Code and National Electric Code requirements.
15. No parking fire lane signs shall be posted and strictly enforced.
16. The building shall be properly maintained and in accordance with Fire Prevention Code requirements.
17. No parking fire lanes shall be posted and strictly enforced.
18. Proponent may find it beneficial to provide residential sprinklers in residential homes to increase safety and increase public benefit.



Jason Baloga, Fire Marshal



DEPARTMENT OF PUBLIC SERVICES
KAREN MONDORA, P.E., DIRECTOR

INTEROFFICE CORRESPONDENCE

DATE: March 8, 2023
TO: Planning Commission
FROM: James Cubera, Engineering 
SUBJECT: Sarah Fisher Home
Amended PUD Plan 2, 2021
27400 12 Mile Road
PJ#: 12-21-70
SP#: 59-05-2022
22-23-12-276-008

This office has performed a preliminary review of the above referenced amended PUD plan submitted to the Planning Department on February 22, 2023. Our preliminary comments are as follows:

1. A public sanitary sewer exists on site. It was utilized to service the previous development on the property and provide the upstream service area with a lateral connection to the pump station. The proponent has indicated that they plan on abandoning portions of this public sewer, relocating other sections, and extending public sewer to service to the new development. The proponent will be obligated to follow through with the appropriate abandonment procedures of the City, which include vacation of the existing easements as well as addressing proper abandonment procedures of the pipe system itself. This can be addressed during construction review. Formal easement abandonment must be completed before construction approval.

The proponent is planning on utilizing portions of the public sanitary outfall system that ties into an onsite public pump station that is maintained by Oakland County. It must be confirmed that adequate capacity is provided in the existing pump station as well as in the downstream system. Note that the proponent will be obligated to upgrade the public system including the pump station and the downstream system in order to accommodate the proposed flows as determined by the City and the WRC.

With this development, the proponent will be obligated to extend public sewer with gravity basement service from the existing pump station southward to the 12 Mile Road right-of-way in the vicinity of the intersection of 12 Mile Road and Herndonwood Drive as well as in the vicinity of 27435 12 Mile Road. Along with this, an 8-inch public gravity service stub must be provided to the southwest portion of this PUD just west of 27600 12 Mile Road to ultimately service the portion of the property that is identified as an excluded 1.09 parcel. This may be able to be the same line that will service Herndonwood if it is feasible.

Finally, all proposed sewer leads for the development must be identified on the preliminary plan for further review.

2. An 8-inch water main exists on site. It is apparent that a large portion of it will need to be abandoned. The existing water system is not identified on the plan. It will need to be identified and shown where it will be removed and where easement vacations are necessary. The proposed watermain includes two tie-ins, the one 12" watermain on Inkster Road and the tie-in to the existing watermain south of Units 16 and 17. This is appropriate. In addition, the water main at the north end should be looped into the existing 8" water main on Cheswick as part of this development.

Similar to the sanitary sewer, any water main abandonment must follow appropriate easement vacation procedures as well as pipe abandonment procedures of the City/County. All formal water main abandonments must occur before construction approval. This can be addressed during construction review.

3. The site plan identifies three curb cuts to Inkster Road. We note that a traffic impact study was provided on February 17, 2021, regarding a previous layout. This needs to be updated with respect to the overall traffic situation. This study should include an analysis of all the proposed curb cut locations and how they will operate given the location of existing Inkster Road curb cuts. This is of particular concern for the proposed northern curb cut as it is only +/- 290' south of Cheswick Drive and this may present issues. Note that the appropriate acceleration and deceleration tapers will be required on Inkster Road for all three curb cuts. In addition, with the internal private road systems, verification of a 50' turning radii to allow for proper large vehicles and emergency access must be confirmed at all corners.

At the north end of the site a stub road is identified with a grass paver access for fire vehicles to Cheswick. This is not acceptable. A full operational approach to Cheswick must be provided. This Cheswick connection removes the need for a 50' turning radius and a cul de sac in the area and provides secondary access for the entire 51 units in this

residential section of development. One non emergency access for this many units is not acceptable.

4. Public sidewalk installation will be required along the entire Inkster Road frontage. This walk shall be placed such that the west walk line shall be one foot east of the ultimate 60-foot right-of-way.

For that portion of the 12 Mile Road frontage that does not have sidewalk (between Danvers Dr. and 27600 12 Mile Road.) it shall also be placed one foot south of the ultimate 60-foot right-of-way including across the frontage of what is identified as being an excluded parcel of 1.09 acres and it shall tie into the driveway for 2700 12 Mile Road.

5. With reference to this excluded 1.09 acres, we note that it cannot be orphaned from this PUD. A curb cut access to 12 Mile Road needs to be identified at this time. It is recommended that this excluded parcel enter into an agreement with the property to the east to allow for a future shared access. This can be triggered when any future development at 27600 12 Mile Road occurs.
6. Storm water detention is required in accordance with City of Farmington Hills Engineering Standards. The plans identify a pond with a forebay at the southwest portion of the site. Detailed calculations must be provided supporting the design. These will be reviewed during Engineering construction review.

Also, we note that for the northern section of the proposed development a portion of the site is proposed to drain into an existing detention system. The appropriate calculations must be provided substantiating adequate volume and discharge is available. Storm water quality for this section must be addressed. In addition, proper legal rights and easements to utilize this system will be necessary. The entire basin must be as-built, cleaned out and the volume discharge confirmed to be adequate.

7. The edge of this site at the west end and south end is within the 100-year floodplain. Any involvement with the 100-year floodplain will require a permit from EGLE.
8. The ultimate right-of-way on Inkster Road is 120 feet. This includes 60 feet from the center of the section line both east and west of it. It is suggested that the proponent dedicate the ultimate 60-foot right-of-way on Inkster Road for that portion west of the section line.

For 12 Mile Road, it is unclear whether the 60-foot right-of-way on 12 Mile Road exists. Again, this would be 60 feet from the section line northward.

This needs to be confirmed, otherwise the City suggests that this also be dedicated to the City at this time.

9. We recommend that all engineering items be specifically addressed in the City PUD agreement before it is considered by City Council.
10. Proper financial guarantees must be provided to assure that if this PUD is phased the remaining deferred or unbuilt section will not be abandoned or orphaned.
11. It is suggested that the proponent and their engineer set up a virtual meeting such as zoom or teams be set up to discuss this site in further detail.

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

DATE: May 22, 2023
TIME: 7:30 P.M.
PLACE: Farmington Hills City Hall, City Council Chambers
31555 Eleven Mile Rd., Farmington Hills, MI 48336
ITEM: Amendment to Planned Unit Development (PUD) 2, 2021,
Including Revised Site Plan 59-5-2022

The City of Farmington Hills City Council shall formally consider an application to amend PUD 2, 2021, including Revised Site Plan 59-5-2022, dated February 22, 2023, submitted by Optalis Group, who seeks to obtain approval from Council to amend the PUD and grant site plan approval to construct an assisted living facility and detached, single-family condominiums in the RA-1B, One Family Residential District.

The subject property is located at 27400 Twelve Mile Road at the northwest intersection of Inkster and Twelve Mile Roads, and being more particularly described as: Parcel Identification Number: 22-23-12-476-008, 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 & Community Development

Phone: (248) 871-2540
Email: ckettler@fhgov.com
Publish: May 7, 2023



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 (248) 871-2410 at least two (2) working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL
May 22, 2023**

SUBJECT: AWARD OF PROPOSAL FOR AS NEEDED MEDIA BUYING & CONSULTING SERVICES

ADMINISTRATIVE SUMMARY

- Request for proposals (RFP’s) were advertised, distributed on the MITN e-procurement site, publicly opened and read aloud on February 14, 2023, for Media Buying & Consulting Services. Notification was sent to over two hundred (200+) firms, including eighty-four (84) that hold the classification of minority owned, woman owned, veteran owned, disabled, disadvantaged or service disabled) with six (6) responding.
- In today’s world people are inundated by digital media, advertisements, social influencers, etc. To ensure important messages regarding City events & initiatives it has been determined that the City should engage a consultant to provide media buying services. Media buyers negotiate and purchase media space and airtime on behalf of clients. These purchases are led by the media plans that are developed to best reach a targeted audience in the best place at the best time and within budget. Media buying is important because strategically placed media can impact a campaign's success. Because media buyers are experts in the digital marketplace, they are knowledgeable in new trends and how to best help navigate the digital marketplace.
- Specifications for this solicitation require the awarded firm to provide media buying and consulting services for key initiatives for multiple City departments under the direction of the Director of Communication and Community Engagement. Goals for Media Strategy for Planning and Buying services include increasing awareness of City services, participation in programs and events, and the public's awareness of initiatives regarding public safety, job openings, special events and others.
- An evaluation committee which included members of the Central Services, Communications Department evaluated each firm on their background, experience, demonstrated ability to perform the requested functions, technical expertise, technical credentials and references. Staff then short listed two (2) providers (Emerald Media and Q&M) whose profile best met the Cities specific needs and conducted interviews.
- The evaluation committee determined that Emerald Media was the lowest, most qualified firm to meet the specific requirements of the City. Their pricing is competitive. They were extremely knowledgeable about current trends and best practices with regard to media strategy. They communicated a clear understanding of City operations and initiatives, they have extensive municipal experience clients including the City of Detroit, the Health Department and Detroit Police Department and their references were excellent. Staff is confident that Emerald Media will become a trusted partner and resource for the City of Farmington Hills.
- Funding for this service is provided in the City Manager’s Office operating account.

OVERVIEW POINT TABULATION (SCORE SHEETS ATTACHED BELOW)

Company Name	City State	Proposal Review-100 points possible	Interview-100 points possible	Total Points-200 possible
Emerald Media	Birmingham, MI	85	99	184
Q & M	Ann Arbor, MI	80	63	143

RECOMMENDATION

In view of the above, it is recommended that City Council authorize the City Manager to enter into an agreement with Emerald Media for one (1) year up to \$150,000 (10-mth targeted paid digital strategy to include FB, paid search, targeted display, YouTube, SnapChat, OTT streaming for cable) with an option to renew with one or more administration-approved extension not to exceed a total of five (5) additional one year extensions under the same terms and conditions upon mutual consent by the City and firm.

Prepared by: Kelly Monico, Director of Central Services
Reviewed by: Michelle Aranowski, Senior Buyer
Reviewed by: Vickie Sullen-Winn, Director of Communications & Community Engagement
Reviewed by: Joe Valentine, Assistant City Manager
Approved by: Gary Mekjian, City Manager

City of Farmington Hills
 rfp-fh-23-23-2380
 Media Buying & Consulting Services
 Proposal Overview
 Opened 02/14/2023

Questions
Slight Concern -5 points
Definite concern-10 points

60

40

100

FIRM NAME(S)	NARRATIVE EXPERIENCE, SERVICES & SCHEDULE	PRICING	TOTAL
Emerald Media	45 Complete. LLC. Woman-owned Twenty years experience. <i>Single person office</i> . References include Detroit Police Department, DESC & Detroit Health Department. Purports: Strong understanding of working across multiple departments with a municipality to align messaging. Experience in Digital, Outdoor, streaming, radio, broadcast, print & paid social media. Foundation of campaigns includes Target audience, define goals and manage budget. Considerations for inclusion is contingent on budget & media assets. Detailed work plan with <i>some information on how to measure success</i> . Included samples of campaigns, would bring added value opportunities to all campaigns. Will extend to MITN Cooperative. <i>-15 points for concerns.</i>	40 10% of budget for any campaign buy. Script writing \$100 per hour Video production would be considered independently.	85
Evolve Consulting	25 Complete. LLC. Minority-woman started in 2020. <i>Experience is Admin. Assistant Detroit City Clerk transitioned to this company</i> . <i>Single person office</i> . References include City of Detroit Elections, University of Michigan Ginsberg Center and IHeart Media (<i>No prior Municipal experience</i>). Response includes general outline of work plan with reference to project tool. <i>Not clear how success is measured</i> . Included samples of campaigns. <i>Will not extend to MITN Cooperative. - 35 points for concerns</i>	25 Fee schedule is varied. With hourly rates at \$50 per hour and content creation dependent on type of content. Yearly media buying budget is \$145,000.	50
Keller Media Consulting partnering with Brkthru Media	45 Complete. Woman owned. Sole Proprietor. 23 years experience at Valasis. <i>Single media buyer but partners with Brkthru for digital media</i> . References include Central Michigan University, Lansing Board of Water & Light and Equality Michigan (<i>through Martin Waymire</i>). <i>No direct municipal experience</i> . Response includes descriptive plan which demonstrates an understanding of our request. Included example project info. Will extend to MITN Cooperative. <i>- 15 points for concerns.</i>	30 10% of budget for any campaign buy. Creative fees will be estimated per initiative but no general fees listed. Some efforts will charged a fee while others will be hourly. A 5% management fee will be charged for projects under \$1,000. <i>Advanced payment required monthly.</i>	75
Media Ally Inc.	45 Complete. Woman owned. Corporation. 25 years experience. References include Employment Solutions Incorporated, Rose Pest Solutions & Respond Now. <i>No relevant prior municipal experience</i> . <i>Creative will be managed by partners</i> . Response includes a descriptive plan with information on measuring success. Included example project info. Will extend to MITN Cooperative. <i>- 15 points for concerns.</i>	30 15% of budget for any campaign buy. Creative will be by partner. Creative fees \$135 per hour. Pricing is good for 1 year.	75

City of Farmington Hills
 rfp-fl-23-23-2380
 Media Buying & Consulting Services
 Proposal Overview
 Opened 02/14/2023

Questions
Slight Concern -5 points
Definite concern-10 points

60 40 100

FIRM NAME(S)	NARRATIVE EXPERIENCE, SERVICES & SCHEDULE	PRICING	TOTAL
Ottaway Communications	40 Complete. Corporation. 30 years Experience. References include Oakland County Executive Office. Oakland County Parks & Oakland County Human Resources. <i>Response includes only general overview on business practices. Minimal information on how to measure success.</i> Included sample project info with a link to a campaign for Oakland County. <i>Zero digital ad strategy experience presented. More focus on broadcast media buying.</i> Will extend to MITN. - 20 points for concerns.	35 15% of budget for any campaign buy. All production is included except voice talent, tv production, on camera talent. NO retainer. 5% commission on all work needing agency to invoice (subcontractor).	75
Q&M	50 Complete. Corporation. <i>Sole owner/potential single media buyer (one person listed for director and officers)</i> 19 Years in business. References include Ann Arbor Transpiration , City of Ferndale & SMART. American Eagle parent company. Purports strong understanding of public agencies. Response includes general overview of process with example timeline. Included sample projects with focus on municipal agencies. <i>Detailed work plan with minimal information on how to measure success.</i> Will extend to MITN. - 10 points for concerns.	30 All fees based on blended hourly rate of \$115 per hour. No mark up or commission. Project by project basis. For situations where the City does all the work they will not charge for forwarding to outlets. Anything under an hour will not be billed.	80

City of Farmington Hills
rfp-fh-23-23-2380
Media Buying & Consulting Services
Interview

Points should be from 1-10

Company	Q& M 10:00 a.m.	Emerald Media 1:00 p.m.
Give us general information about your firm/project team. Who are they? How much media buying experience do they bring?	8 Al, Nikki & Mikeylah-Creative & strategy-Kyllee project manager Twenty years old in June. Started as a production house. Added in media buying in 2008. Client is Detroit Redwings. 1/2 clients are public agencies. Traditional & digital Included. WE don't treat traditional media as "just traditional;" Integrative approach. Youthful & Integrative.	9 Office of one. Former employee of Rock Financial. Worked a Detroit Medical Center. Learned by listening. Also worked for Comcast. Mike Duggan recruited to consult on the land bank. In 2017 started to grow. Lots of media connections. Moved more social media since Covid. PR background is a plus.
In your experience how has media buyer changed over the years?	8 Moved to integrated approach. Maybe longer term goals for public sector. All media outlets need to be considered.	10 Started buying print, television and cable. Digital has allowed us to expand. Just did a targeted campaign for Detroit Housing specific to 3 zips. They used targeted social media. Multi-pronged approach.
What are some of the most important factors you consider when buying media for a client?	9 What is the strategic goal? Evaluate all the channels we use & how to make sense for marketing. Use a mix. Goals lead strategy.	10 Understanding the budget is very helpful. Timing, the messaging, the audience. Is it an ongoing messaging opportunity?.. Listening to the clients. Budget is key. All decisions backed by research.
How do you negotiate with media providers to get the best possible rates for clients? What strategies do you use to stay ahead of the competition?	7 Pretty tough negotiators. This our budget, this is what we need...	10 We live in a big small area. Long-term relationships. Print is never negotiated. She shows the benefit of the message to the providers who then sometimes provide at no-charge.
How have you used data analysis to inform your decisions in the past?	10 Constantly in google analytics - G4, When setting up campaigns to evaluate best time spent. Generally look at trends and if its not working - try something else - no added cost to clients if direction has to change if needed.	10 Being able to provide information upfront and forecast. During the campaign keep in close contract. Sometimes you have to change midstream. Utilizes metrics and reporting is key.
What do you know about the City of Farmington Hills?	0 Didn't really do any research about the City prior to there interview. Southeast MI staff. Goals may be to establish a unique identity. We need to do research & understand ALL the projects & initiatives FH is managing.	10 Knows we are diverse. Took a look at the website and obviously reviewed data regarding the City.
What would be your recommendation for promoting City services? Scenario: The City has a Master Plan that it would like community members and business owners to be aware of and get involved via a survey. How might you go about developing an ad buy to help the City meet its goals?	5 The more time the better to give the public understanding of what is asked. Inverted pyramid. Analyze audience, we pull numbers and then we work backwards from there. How can get the most reach. They do have an organic social team (for influencers). They rely on lead times.	10 Paid social media can be helpful in this area. Try a poll or a contest. Will also help to get more followers. "Did you know?" Instagram reels.
What do you like most about being a buyer? And What makes your job most challenging?	6 Interacting with different clients. Lots of challenges due to resource allowance. How do you keep cost low and will it be impactful.	10 Its not always exciting fun stuff but to be able to come to a client and help them problem solve. More than willing to go to bat for a client with media. Does not like wasting clients money.
What factors help make your company stand out from others?	5 Did not come from an Ad agency. Core philosophy is to pick & choose the best strategy for client. Great place to work. Integrated approach Sincerity at the core of everything. Diversified experience public & private. Young Go Getters. Agile.	10 More transparent than most. A good presence with getting things done in a very timely way. Prioritizes the client. The ability to jump through hoops and make things happen. 24/7.
Is there anything else you would like to share that would demonstrate your interest in and ability to complete this project?	5 You will get sincerity. Will always be direct. We want to	10 Has experience with municipalities. It's a great opportunity. Enjoys being a team player. Likes to figure things out with the client. Listens. Oakland County resident. Problem Solver
	63	99



OFFICE OF CITY CLERK

TO: City Council
FROM: Pam Smith, City Clerk
DATE: May 22, 2023
SUBJECT: Election Inspector Compensation

At the budget study session meeting of May 16, 2023, I requested an increase in compensation for the city's election inspectors starting in FY 23/24. Our city election inspectors have not received a pay increase since 2016 and based on the hours worked, between 14.5 hours and 16+ depending on the position, inspectors were making \$12 and \$14 an hour. With considerably more demands on our inspectors and the political climate in which they are working, I felt an increase was deserved.

The proposed increase would result in a \$60 increase for Assistant Chairs and General Inspectors and a \$75 increase for Chairs. The new rate now includes the \$10 extra that the city was paying separately to Chairs and Assistant Chairs for using their personal cell phones. This change is also reflected in the proposed resolution.

The proposed increase for Absent Voter Counting Board (AVCB) Inspectors is less as they were already being paid more based on hours worked but keeps the pay consistent with rates for polling location Inspectors according to their role.

I am also requesting that any hours worked over 15-16 hours based on their role would be paid at an hourly rate of \$16.50 per hour additional pay. This hourly "overtime" pay would generally apply to Chairs and Assistant Chairs who are required to return to city hall once the polls close with ballots and other paperwork or AVCB Chairs and Assistant Chairs who prepare the required paperwork after the close of the election, seal and secure ballot bags and equipment in a locked room and help clean the entire gym so it can be used by Special Services the next day. AVCB Chairs and Asst. Chairs often work into the morning hours.

Other slight increases include \$5 increase per training session and slight increases for Inspectors returning to City Hall with the Chair (if not the Asst. Chair).

The increase in rates as proposed would result in approximately a \$15,000 budget increase for our largest elections and were included in the budget request provided to Council at the budget study session. These rates are comparable to other Oakland County communities of our size.

RECOMMENDATION:

That the Farmington Hills City Council hereby adopts a Resolution for Election Inspector compensation increases effective as of the November 7, 2023 General Election as presented by the City Clerk.

Respectfully,

A handwritten signature in black ink, appearing to read "P. Smith", written over a horizontal line.

Pamela B. Smith, MiPMC/MMC
City Clerk

**RESOLUTION
ELECTION INSPECTOR COMPENSATION
R-____-23**

At a regular meeting of the Farmington Hills City Council held May 22, 2023 at 7:30pm at City Hall, Council Chamber, 31555 W. Eleven Mile Road, Farmington Hills, MI 48336, the following motion was made by Councilperson _____, and supported by Councilperson _____:

IT IS HEREBY RESOLVED, that the City Council of the City of Farmington Hills, confirms the following increase in compensation for Farmington Hills Election Inspectors, effective with the November 7, 2023 General Election, as follows:

	CURRENT RATE	NOV 2023 RATE
Chairpersons	\$225	\$310
Asst. Chairs	\$200	\$270
 General Election Inspectors	 \$180	 \$240
Student Inspectors Limited hours per labor laws	\$12.50/hr	\$16.50
Training	\$15 per session	\$20 per session
Use of Cell Phone Chairs/Asst. Chairs only	\$10/Election	Included in base pay
Inspector returning to City Hall w/Chairperson	\$10/Election	\$16.50
Precinct Captains	\$300	\$300
Absent Voter Counting Board (AVCB)		
Chair(s)	\$300	\$310
Asst.Chair	\$250	\$270
General Inspectors	\$180	\$240

Asst. Chairs and General Inspectors will be paid an additional \$16.50/hr for any hours worked over 15 hours in the same day and Chairs an additional \$16.50/hr for any hours worked over 16 hours in the same day.

Receiving Board Members	\$50	\$50
Receiving Board Members	\$75	\$75 - (Late shift)

AYES:
NAYS:
ABSENTIONS:
ABSENT:
RESOLUTION DECLARED ADOPTED.

I, Pamela B. Smith, the duly authorized City Clerk of the City of Farmington Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true copy of a resolution adopted by the City Council of the City of Farmington Hills at the regular City Council meeting held on May 22, 2023

Pamela B. Smith, City Clerk

REPORT FROM THE CITY MANAGER TO CITY COUNCIL – May 22, 2023

SUBJECT: Consideration of adoption of resolution for reimbursement of eligible expenses related to the Oakland County West Nile Virus Fund Program

ADMINISTRATIVE SUMMARY:

- Oakland County has committed funding for mosquito control activities in local communities for 2023.
- The City will be reimbursed for up to \$11,193 of its material costs for this program through Oakland County's West Nile Reimbursement Program. The County's funding formula is based on the City's population and road miles and has been consistent over the last few years.
- The Division of Public Works will be utilizing staff to place the larvicide briquettes in all the City's local road storm sewer catch basins through the months of May and June.
- In order to receive reimbursement for the City's material purchase, Oakland County requires a resolution authorizing the request for reimbursement.

RECOMMENDATION:

IT IS RESOLVED, that the City Council adopt the attached resolution authorizing reimbursement of eligible mosquito control activities under Oakland County's 2023 West Nile Virus Program.

SUPPORT DOCUMENTATION:

West Nile Virus (WNV) is a mosquito-borne virus that can cause encephalitis (inflammation of the brain), or meningitis (inflammation of the lining of the brain and spinal cord). It first appeared in the U.S. in 1999 in New York City, and is spread to humans by the bite of an infected mosquito. A mosquito becomes infected by biting a bird that carries the virus. The *Culex pipiens* species of mosquito, which prefers to feed on birds, is believed to carry the virus in Oakland County.

The most effective management program has been a combination of 1) education regarding how to avoid being bitten, 2) eliminating breeding grounds of stagnant water, and 3) controlling the mosquito larvae. *Culex pipiens* mosquitoes prefer stagnant water such as that found in catch basins and other nutrient-rich, even polluted, standing pools of water. Streams, healthy ponds, and wetlands do not fall into this category.

Several years ago, the City began a program to treat right-of-way catch basins with a larvicide (150-day slow release) briquette. The low incidence of West Nile Virus in Oakland County is believed to be, in part, due to the catch basin treatment programs by several local communities. Staff is recommending the continuation of this program for this spring/summer. The mosquito control industry has developed products that are safe for handling, non-toxic to humans and most other animals, and specifically target mosquito larvae. Although many factors may account for reduction in the West Nile Virus infections during the past few years, it is recommended that the City continue to treat catch basins with larvicide briquettes as part of the overall strategy. Staff will spot-check various standing water pools and catch basins to monitor mosquito breeding. Placement of the larvicide briquettes in the City's storm sewer catch basins will take place in late spring/early summer.

CITY OF FARMINGTON HILLS

CITY CLERK'S OFFICE

31555 W. 11 Mile Road, Farmington Hills, MI 48336-1165

(248) 871-2410

RESOLUTION AUTHORIZING WEST NILE VIRUS FUND EXPENSE REIMBURSEMENT

At a regular meeting of the City Council of the City of Farmington Hills, County of Oakland, State of Michigan, held on the 22nd day of May 2023, at 7:30 o'clock p.m., with those present and absent being,

PRESENT:

ABSENT:

The following preamble and resolution were offered by Councilperson _____ and supported by Councilperson _____:

WHEREAS, upon the recommendation of the Oakland County Executive, the Oakland County Board of Commissioners has established a West Nile Virus Fund Program to assist Oakland County cities, villages and townships in addressing mosquito control activities; and

WHEREAS, Oakland County's West Nile Virus Fund Program authorizes Oakland County cities, villages and townships to apply for reimbursement of eligible expenses incurred in connection with mosquito larviciding; and

WHEREAS, the City of Farmington Hills, Oakland County, Michigan, has incurred expenses in connection with mosquito control activities that are eligible for reimbursement under Oakland County's West Nile Virus Fund Program; and

NOW THEREFORE BE IT RESOLVED, that this Council authorizes and directs its DPW Superintendent, Derrick Schueller, as agent for the City of Farmington Hills, to request reimbursement of eligible mosquito control activity under Oakland County's West Nile Virus Fund Program.

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

STATE OF MICHIGAN)
)ss.
COUNTY OF OAKLAND)

I, the undersigned, the duly qualified and acting City Clerk of the City of Farmington Hills, County of Oakland, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Farmington Hills at a regular meeting held on the 22nd day of May, 2023, the original of which resolution is on file in the City Clerk's office.

IN WTNESS WHEREOF, I have hereunto set my official signature, this ___nd day of May, 2023.

PAMELA B. SMITH, City Clerk
City of Farmington Hills

City of Farmington Hills															
Bid tabulation															
Bid #fth-fl-22-23-2392															
Overbanding Program															
Opened 04/18/2023															
DESCRIPTION	UNIT	EST. QTY.	Spray-Patch Road Repair, Inc. Madison Heights, MI		Asphalt Restoration Inc. Kalamazoo, MI		Scodeller Construction, Inc. Wixom, MI		Michigan Joint Sealing, Inc. Farmington Hills, MI		National Industrial Maintenance, Inc. East Chicago, IN		Wolverine Sealcoating LLC. Jackson, MI		
			Bond- Yes		Bond- Yes		Bond- Yes		Bond- Yes		Bond- Yes		Bond- Yes		
			Unit Price	Extended	Price	Extended	Unit Price	Extended	Unit Price	Extended	Unit Price	Extended	Unit Price	Extended	Unit Price
Major Road Overbanding Compound	LBS.	60,000	\$ 2.47	\$148,200.00	\$ 2.09	\$125,400.00	\$ 1.83	\$109,800.00	\$ 1.57	\$94,200.00	\$ 1.36	\$81,600.00	\$ 1.26	\$75,600.00	
Local Road Overbanding Compound	LBS.	80,000	\$ 2.32	\$185,600.00	\$ 2.09	\$167,200.00	\$ 1.83	\$146,400.00	\$ 1.57	\$125,600.00	\$ 1.37	\$109,600.00	\$ 1.26	\$100,800.00	
TOTAL BID			#####		\$292,600.00		\$256,200.00		\$219,800.00		\$191,200.00		\$176,400.00		
% Increase per year starting at the 2nd year			3%		1%		3%		10%		5%		0%		
Bid notification was sent to over 326 companies. We received zero "No-Bids."															

REPORT FROM THE CITY MANAGER TO CITY COUNCIL – May 22, 2023

SUBJECT: Award of Bid—2023 Joint and Crack Sealing Program

ADMINISTRATIVE SUMMARY:

- The 2023 Joint and Crack Sealing Program was publicly advertised and competitively bid on the Michigan Intergovernmental Trade Network (MITN) e-procurement system and opened on April 25, 2023, after a one-week postponement to obtain additional bidding interest. Notification was sent to over 300 vendors (including sixty-one (61) vendors that hold classification of minority owned, woman owned, veteran owned, disabled, disadvantaged or service disabled).
- The bid provides pricing for a one-year period with provisions for up to four (4) one-year extensions if the City desires.
- The sealing of joints and cracks on the City’s concrete streets helps prevent water and ice from infiltrating the road’s subgrade, thus extending the pavement life. It is used on roadways that have some years remaining in their lifecycle.
- The DPW attempts to seal subdivision streets based on a pavement rating of between 6 and 8 as designated in the City’s Pavement Management System.
- Funding for the Joint and Crack Sealing program is provided in Major and Local Road Maintenance accounts and the recommended award is within budget.
- The contractor recommended for award, Michigan Joint Sealing, Inc. of Farmington Hills, Michigan, has performed this work for the City in the past and has proven to be professional and reliable (see attached bid tab).

RECOMMENDATION:

IT IS RESOLVED, that the City Council of Farmington Hills authorize the City Manager to approve the required contracts and purchase orders to Michigan Joint Sealing, Inc. for the 2023 Joint and Crack Sealing Program in the amount not-to-exceed \$94,250 per year with one or more administration approved extensions not-to-exceed a total of four (4) additional years.

SUPPORT DOCUMENTATION:

Sealing cracks and joints on concrete streets helps prevent infiltration of water and ice into the pavement subgrade. As a result, the pavement is better protected from erosion and the impact of the winter freeze/thaw cycle. The program is for concrete pavements and utilizes traditional pavement sealing where narrow pavement joints and cracks are routed open, cleaned with compressed air, and filled with elastic bituminous filler.

Prepared by: Derrick Schueller, DPW Superintendent
Michelle Aranowski, Senior Buyer

Departmental Authorization: Karen Mondora, P.E., Director, Department of Public Services
Kelly Monico, Director, Department of Central Services

Approved by: Gary Mekjian, P.E., City Manager

City of Farmington Hills						
Bid tabulation						
Bid #itb-fh-22-23-2394						
Joint & Crack Sealing Program						
Opened 4/25/2023						
			Scodeller Construction Inc. Wixom, MI		Michigan Joint Sealing, Inc. Farmington Hills, MI	
		EST.	Bond - Y		Bond- Y	
DESCRIPTION	UINT	QTY.	Unit Price	Extended	Unit Price	Extended
Major Road						
Cleaning & resealing cracks and joints	L.F.	40,000	\$ 0.98	\$39,200.00	\$ 0.70	\$ 28,000.00
Joint Sealing Compound	LBS.	15,000	\$ 0.57	\$8,550.00	\$ 0.35	\$ 5,250.00
TOTAL Major Road				\$47,750.00		\$33,250.00
Local Road						
Cleaning & resealing cracks and joints	L.F.	75,000	\$ 0.90	\$67,500.00	\$ 0.69	\$ 51,750.00
Joint Sealing Compound	LBS.	25,000	\$ 0.57	\$14,250.00	\$ 0.37	\$ 9,250.00
TOTAL Local Road				\$81,750.00		\$61,000.00
TOTAL BASE BID				\$129,500.00		\$94,250.00
% Increase per year starting at year 2				5%		10%
Bid notification was sent to over 326 companies. We received zero (0) "No-Bids."						

REPORT FROM THE CITY MANAGER TO CITY COUNCIL – May 22, 2023

SUBJECT: Award of Bid—Enclosed Equipment Landscape Trailer

ADMINISTRATIVE SUMMARY:

- The purchase of a replacement heavy-duty enclosed landscape trailer was publicly advertised and competitively bid on the Michigan Inter-Governmental Trade Network (MITN) e-procurement system and opened on April 27, 2023, after a one-week postponement to obtain additional bidding interest. Notification was sent to over 170 vendors (including 42 vendors that hold the classification of minority owned, woman owned, veteran owned, disabled, disadvantaged or service disabled).
- The proposed trailer is used to transport mowing and maintenance equipment to various sites around the City and will replace a 2008 trailer which will be ultimately sold at public auction.
- Funding for this equipment purchase is provided in the Capital Improvements Program – Equipment account.
- A three-year warranty (materials and workmanship) was required as part of the specifications.
- A single bidder, Kelley and Sons Trailers, submitted two separate trailer options (see attached bid tab). DPW staff evaluated the bids, and the Sure-Trac trailer complies with the majority of the specifications and is within budget.

RECOMMENDATION:

IT IS RESOLVED, that the City Council of Farmington Hills authorize the City Manager to issue a purchase order to Kelley & Sons Trailers (a woman owned company) located in Carleton, Michigan, in the amount of \$18,488 for a Sure-Trac enclosed landscape trailer.

SUPPORT DOCUMENTATION:

City of Farmington Hills		
Bid tabulation		
Bid #itb-fh-22-23-2400		
Enclosed Equipment Landscape Trailer		
Bid Opened 04/27/2023		
	Kelley & Sons Trailers Carleton, MI	Kelley & Sons Trailers Carleton, MI
ITEM	Unit Price	Unit Price
Enclosed Equipment Trailer (As Specified Herein)	\$18,143.00	\$16,795.00
Make Model	Sure-Trac STRLP10218TA- 100	Bravo GP8518TA2
OPTIONAL ITEM		
Linex Floor Coating (As Specified)	N/A	N/A
Rackhem Hanger	\$345.00	\$345.00
Federal School Bus Yellow Paint	N/A	N/A
Trade-In Proposal		
2008 American Enclosed Trailer	*Needs to see trailer to bid	*Needs to see trailer to bid
TOTAL	\$18,488.00	\$17,140.00
Bid notification was sent to 172 vendors. We received zero "No Bids."		



Prepared by: Derrick Schueller, DPW Superintendent
Michelle Aranowski, Senior Buyer

Departmental Authorization: Karen Mondora, P.E., Director, Department of Public Services
Kelly Monico, Director, Department of Central Services

Approved by: Gary Mekjian, P.E., City Manager

REPORT FROM THE CITY MANAGER TO CITY COUNCIL
May 22, 2023

SUBJECT: AWARD OF BID FOR AS NEEDED PLUMBING AT CITY FACILITIES

ADMINISTRATIVE SUMMARY

- Sealed bids were solicited, publicly opened and read aloud on April 25, 2023, for As Needed Plumbing for all City Facilities. The invitations were sent to over two hundred (200+) contractors (including fifty five (55) contractors that hold the classification of minority owned, woman owned, veteran owned, disabled, disadvantaged or service disabled) with five (5) responding.
- Throughout the year, miscellaneous plumbing repairs are required at all City facilities. Due to the nature of these repairs, specialized experience and licensing is required. Such repairs include general plumbing repairs, i.e., servicing the pool, bathroom/locker room fixtures, kitchen plumbing, drain cleaning, water fountains and mechanical room pumps and backflows (repairs, replacement and testing included).
- The bid requires contractors to quote an hourly labor rate plus a fixed percentage addition on all parts used in repair.
- The contract period is for one (1) year with the option to renew for four (4) additional one (1) year extensions with a 3% escalator beginning in year two (2). Department of Special Services, Department of Public Services and Central Services Staff evaluated the bids. Contractors were evaluated on price, experience and references. Staff determined that Thomas Lane Plumbing is the lowest most qualified bidder. They have experience in all areas required, their pricing was competitive, and they have been in business for 37 years.
- Funding for the maintenance & repair services is budgeted in the departmental building maintenance accounts.

BID TABULATION-ATTACHED

RECOMMENDATION

In view of the above, it is recommended that City Council authorize the City Manager to issue purchase orders to Thomas Lane Plumbing (veteran owned) for all repairs as needed for estimated amount of \$55,000 per year with one or more administration approved extensions, not to exceed a total of four (4) additional years, under the same terms and conditions, through mutual consent by the City of Farmington Hills and Thomas Lane Plumbing.

Prepared by: Michelle Aranowski, Senior Buyer

Reviewed by: Ellen Schnackel, Director of Special Services

Reviewed by: Karen Mondora, Director of Public Services

Reviewed by: Kelly Monico, Directory of Central Services

Approved by: Gary Mekjian, City Manager

		Danboise Mechanical Farmington Hills, MI	USA Plumbing & Sewer Service Inc. Washington, MI	Benkari LLC Detroit, MI	Allied Building Service Company of Detroit, Inc. Detroit, MI	Thomas Lane Plumbing Livonia, MI
	ITEM	Unit Price	Unit Price	Unit Price	Unit Price	Unit Price
GENERAL SERVICE 7 A.M. TO 5 P.M. MONDAY THROUGH FRIDAY						
	Hourly rate for all labor (per hour)	\$ 170.00	\$144 for 1st hr./\$84 for each additional hr.	\$ 119.00	\$ 90.00	\$ 85.00
	Parts will be billed at cost + %	30%	20%	14%	20%	20%
EMERGENCY SERVICE (As requested, will be responded to with a phone call within one (1) hour, on-site within three (3) hours.)						
	Hourly rate for labor 5 p.m. to 7 a.m. weekdays (per hour)	\$ 215.00	\$216 for 1st hr./\$126 for each additional hr.	\$ 170.00	\$ 125.00	\$ 127.50
	Hourly rate for labor on weekends and holidays (per hour)	\$ 230.00	Weekend - \$216 for 1st hr./\$126 for each additional hr. ; Holiday - \$288 for 1st hr./\$168 for each additional hr.	\$ 206.00	\$ 135.00	Weekends \$127.50, Holidays \$170
	OPTIONAL SERVICE- Additional cost for monthly recap of services report (per month)	No charge	No charge	\$ 225.00	No charge	NO BID
BACKFLOW SERVICES (Only if pricing is different from the above charges)						
GENERAL SERVICE 7 A.M. TO 5 P.M. MONDAY THROUGH FRIDAY						
	Hourly rate for all labor (per hour)	\$ 170.00	\$144 for 1st hr./\$125 for each additional hr.	\$ 119.00	\$ 90.00	\$ 95.00
	Parts will be billed at cost + %	30%	20%	14%	20%	20%
EMERGENCY SERVICE (As requested, will be responded to with a phone call within one (1) hour, on-site within three (3) hours.)						
	Hourly rate for labor 5 p.m. to 7 a.m. weekdays (per hour)	\$ 215.00	\$216 for 1st hr./\$126 for each additional hr.	\$ 170.00	\$ 125.00	\$ 142.50
	Hourly rate for labor on weekends and holidays (per hour)	\$ 230.00	Weekend - \$216 for 1st hr./\$126 for each additional hr. ; Holiday \$288 for 1st hr./\$168 for each additional hr.	\$ 206.00	\$ 135.00	Weekends \$142.50, Holidays \$190
	Prices listed herein will increase % (not to exceed 5%) each year beginning at the second year of award	3.5%	5%	5%	4%	3%
	NOTES	Plumbing - (Sewer Drains), Hourly Rate - 210.00 per hour, Parts will be billed at cost + 30%				

Bid notification was sent to over 221 vendors. We received zero (0) "No-Bids.

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL
May 22, 2023**

SUBJECT: AWARD OF BID FOR PURCHASE AND INSTALL OF WINDOW TREATMENT (SHADES) AT THE HAWK

ADMINISTRATIVE SUMMARY

- Sealed bids were solicited, posted on the MITN e-procurement system and after four postponements to encourage bidding, opened and read aloud on May 10th, 2023, for purchasing and installing window treatment (shades) at The Hawk Community Center. Bid notification was sent to ninety-six (96) contractors (including thirty-five (35) vendors that hold the classification of minority owned, woman owned, veteran owned, disabled, disadvantaged or service disabled) with one (1) responding. We received zero “No-Bids.”
- The Hawk Community Center main entrance and administrative suite face east and currently all windows are unshaded. Over the course of the day, blinding daylight has been an issue for both employees and patrons. Strategic locations have been determined to shade certain windows during these times of blinding daylight.
- The recommended vendor, Baker Blinds & Vestalia Home, recently worked with Central Services to provide blinds at City Hall over the last year and has provided excellent workmanship.
- The total project estimate is \$16,874.70. Staff is recommending authorization for 10% contingency (\$1,687.47) to address unexpected and unforeseen repairs that might be found once work begins.
- Funding for the project is budgeted and available in the 2022/2023 Community Center Renovations Fund Building Improvements Account

BID TABULATION

Company Name	City, State	Total Bid
Baker Blinds & Vestalia Home	Farmington, MI	\$16,874.70

RECOMMENDATION

In view of the above, it is recommended that City Council authorize the City Manager to issue a purchase order for purchasing and installing window treatment (shades) to Baker Blinds & Vestalia Home in an amount not to exceed \$18,562.17 (\$16,874.70 + \$1,687.47 contingency).

Prepared by: Brian Moran, Deputy Director of Special Services

Reviewed by: Kelly Monico, Director of Central Services
Michelle Aranowski, Senior Buyer
Ellen Schnackel, Director of Special Services

Approved by: Gary Mekjian, City Manager

REPORT FROM THE CITY MANAGER TO CITY COUNCIL
May 22, 2023

SUBJECT: PURCHASE AND INSTALL OF ADA LIFT AT THE COSTICK CENTER

ADMINISTRATIVE SUMMARY

- On February 27, 2023, city council executed the approval of the American Rescue Plan Act (ARPA) Interlocal Agreement Local Government Critical Infrastructure Planning funding to assist the Farmington Hills Senior Center with improvements such as capital, technology, infrastructure, and equipment upgrades. Upon the recommendation of the Healthy Aging Oakland County Ad Hoc Committee, the Farmington Hills Senior Center's application was approved in the amount of \$150,000.
- One of the items for the senior center is a new Americans with Disabilities Act (ADA) S.R. Smith - Splash! Pool Lift. The Splash! Pool lift by S.R. Smith is a semi-portable lifting system that allows individuals with disabilities to easily enter a swimming pool. The lift is easily removable from stainless steel deck anchor, powered by a rechargeable battery, user-operable via waterproof hand control, and has 359 degree rotation.
- Both Leslie's and Baruzzini Aquatics are distributors for the lift, however, only Baruzzini Aquatics can install the lift. Therefore, as the funds are net zero for the City of Farmington Hills, we propose to move forward with the quote from Baruzzini Aquatics and get the lift installed before pricing for the item increases.
- The recommended vendor, Baruzzini Aquatics, is our primary vendor for pool repairs and installed the new pool at The Hawk Farmington Hills Community Center, as well as new pool filtration pumps at the Costick Center. Baruzzini Aquatics has provided excellent workmanship, reliability, and customer service.
- The total project quote is \$13,790.
- Funding for the project is budgeted and available in the American Rescue Plan Act (ARPA) Interlocal Agreement Local Government Critical Infrastructure Planning grant.
- Oakland County remains responsible for adhering to the requirements set forth by the grant and continues to have fiduciary responsibility for the funds. Awardees must provide financial and programmatic information for oversight to ensure proper use of funds and maintain the ability to report the impact of these funds to the public.

RECOMMENDATION

In view of the above, it is recommended that City Council waive the sealed bid process & authorize the City Manager to issue a purchase order for purchasing and installing the S.R. Smith - Splash! Pool Lift to Baruzzini Aquatics in the amount of \$13,790.

Prepared by: Brian Moran, Deputy Director of Special Services

Reviewed by: Kelly Monico, Director of Central Services
Michelle Aranowski, Senior Buyer
Ellen Schnackel, Director of Special Services

Approved by: Gary Mekjian, City Manager

REPORT TO THE CITY COUNCIL FROM THE CITY CLERK – MAY 22, 2023

SUBJECT: Consideration of approval of Special Event Permit for the 12th Annual Cipriano Classic 5K Race to be held on Friday, June 9, 2023

ADMINISTRATIVE SUMMARY:

- On March 21, 2023, the City received an application from Douglas Edwards, representing the Farmington Family YMCA, for a Special Event Permit in order to hold their 12th Annual Cipriano Classic 5K Race on Friday, June 9, 2023 from 6pm-9pm.
- The 5K route is proposed to be the different than in years past due to the road construction project on Farmington Road. The route will start at the Farmington Family YMCA at 28100 Farmington Road with runners heading southeast near YMCA fields and crossing the back of the Farmington STEAM Academy, and finally using the path to cut through to Kendallwood Drive through the Kendallwood Subdivision. The route map is included with the report.
- The applicant has received permission from Farmington STEAM Academy to use their back property to access Kendallwood Subdivision.
- The required insurance and/or indemnification agreement was received by the City.
- The application and proposed routes were reviewed by all appropriate Departments and the following conditions were noted:
 - The event shall not block or restrict fire lanes
 - The event must comply with Fire Prevention Code requirements
 - The route shall be as proposed, mainly in the residential area behind the YMCA
 - There will be approximately 400 runners
 - There will be 40-50 volunteers throughout the race route to assist the runners
 - The applicant has been in contact with the Fire Department for medical response
 - There will be ample parking for all attendees in the area of the event
 - There will be a DJ playing music at a volume that will not disturb neighbors
 - The residents of Kendallwood Subdivision will be notified the week prior to the run
 - Reimbursement for Police Department overtime as outlined in the Police Chief's recommendation memo for this event

RECOMMENDATION:

IT IS RESOLVED, that City Council hereby approves a Special Event Permit for the 12th Annual Cipriano Classic 5K Race to be held on Friday, June 9, 2023 from 6pm-9pm, subject to the conditions outlined in the City Clerk's report of May 22, 2023.

Respectfully submitted,



Pamela B. Smith, City Clerk

APPLICATION FOR SPECIAL EVENT/TEMPORARY OUTDOOR SALES

CITY OF FARMINGTON HILLS
31555 ELEVEN MILE ROAD, FARMINGTON HILLS MI 48336
(248) 871-2410 FAX (248) 871-2411

ALL FEES ARE NON-REFUNDABLE

Fees: \$50.00 Application Review Fee (fee is waived for non profit companies) Carnivals are \$ 150.00

A **Clean Up Deposit** of \$300 is required for special events and temporary outdoor sales (involving the use of any temporary outdoor structures or equipment – tents, tables, etc.). This deposit is refundable when the site is cleared.

A **Liability Insurance Certificate** naming the City as an additional insured in the amount of \$1,000,000 is required for special events or temporary outdoor sales as determined by the City. The attached **Indemnification Agreement** is required for Special Events as determined by the City.

Temporary Outdoor Sales: (Sales event held on the same property as the business and accessory to the use of the business) are limited to 14 consecutive days and a total of 28 days in any 12 month period.

NOTE: A COMPLETE AND DETAILED **SITE PLAN/SITE MAP** OF THE PROPERTY SHOWING THE EVENT AREA IS REQUIRED. PLAN MUST SHOW LOCATIONS OF SIGNS, TENTS OR ANY STRUCTURES, AMUSEMENT RIDES, FOOD SERVICES, PARKING AREA, THE LOCATION OF EXISTING BUILDINGS, ETC. REQUEST WILL NOT BE REVIEWED UNTIL THIS PLAN IS RECEIVED. IF A TENT IS TO BE ERECTED, SPECIFICATIONS ARE REQUIRED - SEE page 2)

APPLICANT'S NAME: (If partnership or corporation, please include all names & residential address of officers on separate sheet)

Farmington Family Ymca / 12th Annual Cipriano Classic 5K

APPLICANT'S RESIDENTIAL ADDRESS:

28100 Farmington Rd, Farmington Hills, MI 48334
CITY ST ZIP

APPLICANT'S PHONE: Office: 248-553-4020 Cell: _____

RELATION OF APPLICANT TO BUSINESS/EVENT: Owner Manager Representative Other Host

IS ORGANIZATION A FOR PROFIT OR NON PROFIT BUSINESS: PROFIT NON-PROFIT

ADDRESS OF THE PROPERTY AT WHICH THE EVENT WILL BE CONDUCTED:

Ymca Property and Grounds and adjacent Kendallwood Subdivision

DOES APPLICANT OWN OR OCCUPY THE PROPERTY AT WHICH THE EVENT IS TO BE HELD?

YES NO IF NO, WRITTEN CONSENT FROM THE PROPERTY OWNER FOR THE EVENT IS REQUIRED WITHIN SEVEN(7) DAYS OF THE DATE OF SUBMISSION OF APPLICATION TO THE CITY AND TO ALL OTHER TENANTS ON THE PROPERTY OF THE PROPOSED EVENT. PLEASE ATTACH.

GIVE A DETAILED DESCRIPTION OF THE EVENT PROPOSED: Begin/End at Ymca.

Route is through subdivision. Also, sidewalk on East side of Farm. Rd. heading north, from Ymca entrance to Tulipwood (sub division entrance).

DATE OF THE EVENT: Fri, 6/9/2023 TIME OF YOUR EVENT: 6-9 PM

NOTE: Special events/temporary outdoor sales are permitted by ordinance ONLY between 9am and 10pm

IS THE EVENT OPEN TO THE GENERAL PUBLIC? YES NO

WILL ANY GOODS OR MERCHANDISE BE OFFERED FOR SALE TO THOSE ATTENDING: YES NO

MAXIMUM NUMBER OF PEOPLE PROPOSED TO ATTEND OR PARTICIPATE EACH DAY: 400, approx.

HAS THE APPLICANT, PARTNERS, OFFICERS OR DIRECTORS EVER BEEN CONVICTED OF A FELONY?

YES NO IF YES, ON SEPARATE SHEET PROVIDE DESCRIPTION OF CONVICTION - INCLUDING WHAT FOR, DATE OF INCIDENT, DATE OF CONVICTION, ETC.

PERMANENT STRUCTURES ARE **NOT ALLOWED** TO BE ERECTED. DO YOU PLAN ANY TEMPORARY STRUCTURES (TENT, TRAILER, STAGE, ETC)? YES NO IF YES, PLEASE DESCRIBE WHAT THOSE ARE AND INCLUDE ON MAP: _____

IF A TENT IS PROPOSED, INDICATE THE SIZE AND NAME AND ADDRESS OF THE COMPANY PROVIDING THE TENT: Ø

NOTE: A certificate of Flame Resistance for the Tent must be provided 10 days prior to the date of event/sales.

IF THE REQUEST IS TO HOLD A BLOCK PARTY, ARE YOU REQUESTING TO CLOSE ANY ROADS FOR THE EVENT? YES NO (If yes, please submit signatures of abutting property owners who would be directly affected by the road closure indicating that they have no objections-form attached). **NO Residences.**

* Northbound Farm Rd. between Ymca + Tulipwood for short duration at start of race

WILL ELECTRICAL EQUIPMENT BE USED FOR THIS EVENT? YES NO IF YES, DESCRIBE IN DETAIL WHAT TYPE OF ELECTRICAL EQUIPMENT WILL BE USED. CONTACT BUILDING DEPARTMENT at 248.871-2450 TO DETERMINE IF A PERMIT IS REQUIRED.

* we will work w/ FH Civil Engineer to address construction issues.

IS ANY SIGNAGE PROPOSED? YES NO IF YES, NOTE SIZE AND LOCATIONS OF ANY SIGNS PROPOSED ON THE PLAN PROVIDED WITH THIS APPLICATION. 3x10 Banner at Start

IS THE EVENT FOR PROFIT? NON- PROFIT Fundraiser

IS THIS EVENT TO TAKE PLACE IN A CITY OWNED PARK YES NO

IF YES, HAVE YOU RECEIVED AND AGREE TO ABIDE BY THE CITY'S PARKS AND RECREATION RULES AND REGULATIONS? YES NO ANY DEVIATIONS REQUESTED? _____

Douglas S. Edwards
Applicant's Signature

DATE: 3/21/23

Douglas S. Edwards
Printed Name of Applicant

Note: Section 22-119 of the City Code stipulates that other permits and/or inspections **MAY** be required along with permission to conduct the special event. This could be for health facilities (food), electric services, fire issues, or a certificate of use from the city's Building Department

FOR OFFICE USE ONLY:
 Application and fee
 Complete Site Plan/Map

APPROVALS:
 Police
 Fire
 Planning/Bld/Zoning
 Engineering

IF APPLICABLE:
 Insurance Certificate (if required by city)
 Indemnification Agreement (Special Events)
 Clean Up Deposit (if required by city)
 Tent Certificate of Flame Resistance
 Tent Co. Information (see above)
 Names/Addresses of Corporation
 Neighborhood Signatures (block parties closing a road)
 Carnivals Only (State of MI Certificate)

Notes:
1. We work with FHPD + Fire Dept to secure a safe route and site.
2. We have pre-planned, off site parking.
3. We notify residents of Kendallwood subdivision.



CIPRIANO CLASSIC
RACE ROUTES

5K ———

1 MILE ———



Farmington Family YMCA

Market Rd

Money Island (12 Farmington Rd) American • \$

ProGate Services Computer repair service

Heartland Marketplace Farmington Hills MI

Western Union

Prince of Peace Lutheran Church

Kendallwood Dr

Kendallwood Dr

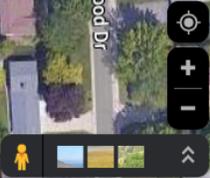
Kendallwood Dr

Kendallwood Dr

New Market Rd

New Market Rd

Google



REPORT TO THE CITY COUNCIL FROM THE CITY CLERK – MAY 22, 2023

SUBJECT: Consideration of approval of Special Event Permit for the Farmington Area Juneteenth Celebration to be held on Friday, June 16th and Monday, June 19th

ADMINISTRATIVE SUMMARY:

- The City received a formal application from Patricia Coleman-Burns, representing First AME Church of Farmington Hills, for a Special Event Permit in order to hold the Farmington Area Juneteenth Celebration Friday, June 16, 2023 from 8:00pm-10:30pm and Monday, June 19, 2023 from 11:00am-2:00pm at Nardin Park Church located at 29887 W. 11 Mile Road, Farmington Hills.
- The event is a celebration of health, play and history commemorating the end of slavery in the United States. They are anticipating approximately 300 people in attendance on both days.
- The event will consist of a movie night outdoors (Friday), outdoor shop vendors, food trucks, and bounce house for the kids.
- The required insurance and/or indemnification agreement was received by the City.
- The application was reviewed by all appropriate Departments. There were no objections to the event, subject to the following conditions and details as verified by the applicant:
 - There will be a portable generator and an inflatable screen at the event and applicant has been advised of the noise ordinance
 - There is ample on-site parking for attendees of the event. Friday will be set up as a drive-in movie platform, where participants will remain in their vehicles during the movie
 - The event will be open to the general public and applicant is expecting no more than 300 people during the course of each day
 - The location will be free of obstacles that would inhibit emergency police and fire response
 - The applicant is requesting Crime Prevention on Monday, June 19th from 11-2 to set up a police display
 - Proponent shall contact the Fire Department to schedule food truck inspections
 - There shall be no parking within 20' of any tent
 - Egress shall be maintained throughout the building
 - Fire lanes shall not be blocked or restricted
 - Cooking/open flame devices shall not be used under tents and shall be at least 20' away
 - Food trucks shall operate according to NFPA and Fire Prevention Code Standards, and specifically:
 - Ensure that fuel tanks are filled to the capacity needed for uninterrupted operation for the duration of the event
 - All connections/piping shall be checked for leaks prior to operation
 - Any cooking system which produced grease laden vapors shall be protected by listed fire extinguishing equipment
 - Fire extinguishers shall be installed and maintained according to NFPA 10
 - Bounce house and inflatable screen shall be properly anchored according to manufacturer's recommendation to prevent movement during unexpected winds
 - All applicable permits shall be applied for through the Building Department
 - Proponent must contact Fire Prevention to schedule an inspection prior to beginning the event
 - Event shall comply with minimum Fire Prevention requirements
 - No parking within 20' of inflatable screen

RECOMMENDATION:

IT IS RESOLVED, that City Council hereby approves a Special Event Permit for Farmington Area Juneteenth Celebration to be held on Friday, June 16, 2023 from 8:00pm to 10:30pm and Monday, June 19, 2023 from 11:00am-2:00pm, subject to the terms and conditions outlined in the City Clerk report dated May 22, 2023.

Respectfully submitted,



Pamela B. Smith, City Clerk

APPLICATION FOR SPECIAL EVENT/TEMPORARY OUTDOOR SALES

CITY OF FARMINGTON HILLS
31555 ELEVEN MILE ROAD, FARMINGTON HILLS MI 48336
(248) 871-2410 FAX (248) 871-2411

ALL FEES ARE NON-REFUNDABLE

Fees: \$50.00 Application Review Fee (fee is waived for non profit companies) Carnivals are \$ 150.00

A Clean Up Deposit of \$300 is required for special events and temporary outdoor sales (involving the use of any temporary outdoor structures or equipment – tents, tables, etc.). This deposit is refundable when the site is cleared.

A Liability Insurance Certificate naming the City as an additional insured in the amount of \$1,000,000 is required for special events or temporary outdoor sales as determined by the City. The attached Indemnification Agreement is required for Special Events as determined by the City.

Temporary Outdoor Sales: (Sales event held on the same property as the business and accessory to the use of the business) are limited to 14 consecutive days and a total of 28 days in any 12 month period.

NOTE: A COMPLETE AND DETAILED SITE PLAN/SITE MAP OF THE PROPERTY SHOWING THE EVENT AREA IS REQUIRED. PLAN MUST SHOW LOCATIONS OF SIGNS, TENTS OR ANY STRUCTURES, AMUSEMENT RIDES, FOOD SERVICES, PARKING AREA, THE LOCATION OF EXISTING BUILDINGS, ETC. REQUEST WILL NOT BE REVIEWED UNTIL THIS PLAN IS RECEIVED. IF A TENT IS TO BE ERECTED, SPECIFICATIONS ARE REQUIRED - SEE page 2)

APPLICANT'S NAME: (If partnership or corporation, please include all names & residential address of officers on separate sheet)

First AME Church of Farmington Hills (FAME Church FH); Farmington Area Juneteenth Celebration

APPLICANT'S RESIDENTIAL ADDRESS:

30992 Country Ridge Cir, Farmington Hills MI 48331

CITY ST ZIP

APPLICANT'S PHONE: Office: _____ Cell: 734-730-2310

RELATION OF APPLICANT TO BUSINESS/EVENT: Owner Manager Representative Other

IS ORGANIZATION A FOR PROFIT OR NON PROFIT BUSINESS: PROFIT NON-PROFIT

ADDRESS OF THE PROPERTY AT WHICH THE EVENT WILL BE CONDUCTED:

29887 W. Eleven Mile Rd, (Campus of Narding Park United Methodist Church), FH, MI 48336

DOES APPLICANT OWN OR OCCUPY THE PROPERTY AT WHICH THE EVENT IS TO BE HELD?

YES NO IF NO, WRITTEN CONSENT FROM THE PROPERTY OWNER FOR THE EVENT IS REQUIRED WITHIN SEVEN(7) DAYS OF THE DATE OF SUBMISSION OF APPLICATION TO THE CITY AND TO ALL OTHER TENANTS ON THE PROPERTY OF THE PROPOSED EVENT. PLEASE ATTACH.

GIVE A DETAILED DESCRIPTION OF THE EVENT PROPOSED:

5th Annual Farmington Area Juneteenth Celebration

DATE OF THE EVENT: a) 6/16 &b) 6/19/2023 TIME OF YOUR EVENT: a) 8-10:30 pm b) 11 am - 2pm

NOTE: Special events/temporary outdoor sales are permitted by ordinance ONLY between 9am and 10pm

IS THE EVENT OPEN TO THE GENERAL PUBLIC? YES NO

WILL ANY GOODS OR MERCHANDISE BE OFFERED FOR SALE TO THOSE ATTENDING: YES NO

MAXIMUM NUMBER OF PEOPLE PROPOSED TO ATTEND OR PARTICIPATE EACH DAY: TBD 300

HAS THE APPLICANT, PARTNERS, OFFICERS OR DIRECTORS EVER BEEN CONVICTED OF A FELONY?

YES NO IF YES, ON SEPARATE SHEET PROVIDE DESCRIPTION OF CONVICTION - INCLUDING WHAT FOR, DATE OF INCIDENT, DATE OF CONVICTION, ETC.

PERMANENT STRUCTURES ARE **NOT ALLOWED** TO BE ERECTED. DO YOU PLAN ANY TEMPORARY STRUCTURES (TENT, TRAILER, STAGE, ETC)? YES NO IF YES, PLEASE DESCRIBE WHAT THOSE ARE AND INCLUDE ON MAP: TBD Tables, Bounce house, Food Trucks

IF A TENT IS PROPOSED, INDICATE THE SIZE AND NAME AND ADDRESS OF THE COMPANY PROVIDING THE TENT: Nardin Park has own tents, no company to be hired. 10x10 pop-ups

NOTE: A certificate of Flame Resistance for the Tent must be provided 10 days prior to the date of event/sales.

IF THE REQUEST IS TO HOLD A BLOCK PARTY, ARE YOU REQUESTING TO CLOSE ANY ROADS FOR THE EVENT? YES NO (If yes, please submit signatures of abutting property owners who would be directly affected by the road closure indicating that they have no objections-form attached).

WILL ELECTRICAL EQUIPMENT BE USED FOR THIS EVENT? YES NO IF YES, DESCRIBE IN DETAIL WHAT TYPE OF ELECTRICAL EQUIPMENT WILL BE USED. CONTACT BUILDING DEPARTMENT at 248.871-2450 TO DETERMINE IF A PERMIT IS REQUIRED.

Used generator(s) in the past. See previous setups for 2022. generators - bounce house, screen

IS ANY SIGNAGE PROPOSED? YES NO IF YES, NOTE SIZE AND LOCATIONS OF ANY SIGNS PROPOSED ON THE PLAN PROVIDED WITH THIS APPLICATION.

IS THE EVENT FOR PROFIT? NON-PROFIT

IS THIS EVENT TO TAKE PLACE IN A CITY OWNED PARK YES NO

IF YES, HAVE YOU RECEIVED AND AGREE TO ABIDE BY THE CITY'S PARKS AND RECREATION RULES AND REGULATIONS? YES NO ANY DEVIATIONS REQUESTED? _____

Patricia Coleman-Burns

Applicant's Signature

DATE: 4/12/2023

Patricia Coleman-Burns
Printed Name of Applicant

Note: Section 22-119 of the City Code stipulates that other permits and/or inspections **MAY** be required along with permission to conduct the special event. This could be for health facilities (food), electric services, fire issues, or a certificate of use from the city's Building Department

FOR OFFICE USE ONLY:

- Application and fee
- Complete Site Plan/Map

APPROVALS:

- Police
- Fire
- Planning/Bld/Zoning
- Engineering

IF APPLICABLE:

- N/A Insurance Certificate (If required by city)
- Indemnification Agreement (Special Events)
- N/A Clean Up Deposit (if required by city)
- N/A Tent Certificate of Flame Resistance
- N/A Tent Co. Information (see above)
- Names/Addresses of Corporation
- N/A Neighborhood Signatures (block parties closing a road)
- N/A Carnivals Only (State of MI Certificate)

W Eleven Mile Rd

W Eleven Mile Rd

W Eleven Mile Rd

Nardin Park
United Methodist

AK Services Driver
Testing - Farmington

Public Informational Tables

Concession
Stand/Table

Public Parking--
facing the screen

20ft Outdoor Movie Screen

W Eleven Mile Rd

W Eleven Mile Rd

W Eleven Mile Rd

PUBLIC PARKING

Nardin Park
United Methodist

AK Services Driver
Testing - Farmington

PUBLIC PARKING

No entry except for emergency vehicles & food trucks

No entry except for emergency vehicles & food trucks

NOTE: Emergency vehicles access is set.

Food Truck #3

FH/F Police
display

'360 Movie

Food Truck #4

Food Truck #1

MAIN STAGE AREA

MAP LEGEND
Vendor tables

Picnic tables

Food Truck #2

10 x 10
Tent

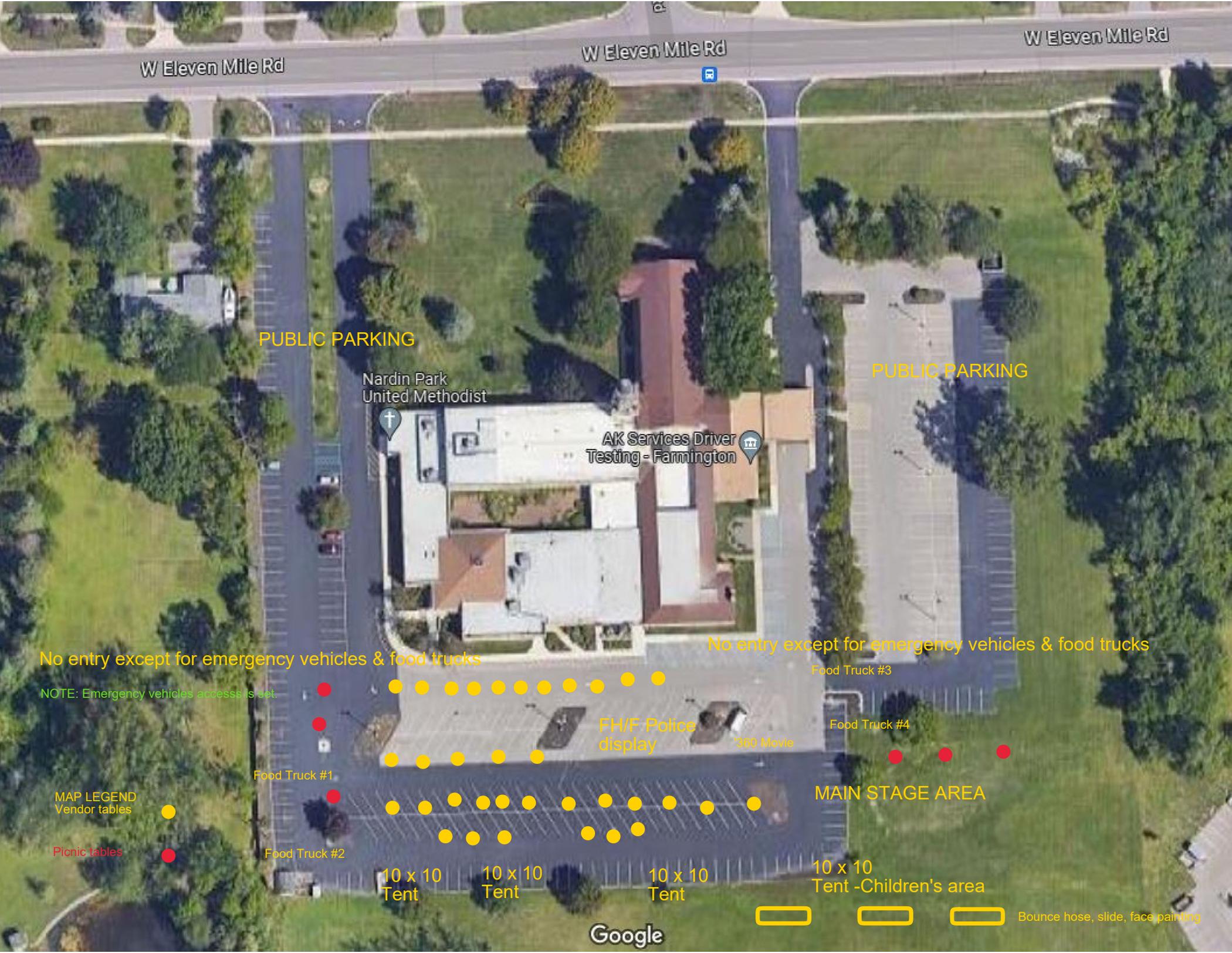
10 x 10
Tent

10 x 10
Tent

10 x 10
Tent -Children's area

Bounce hose, slide, face painting

Google



REPORT TO THE CITY COUNCIL FROM THE CITY MANAGER

May 22, 2023

Subject: Approval to execute the 2023 High Intensity Drug Trafficking Area (HIDTA) Oakland County Subrecipient Agreement between the City of Farmington Hills and the Oakland County Sheriff's Office.

ADMINISTRATIVE SUMMARY

- The City's Police Department participates in the Oakland County Narcotics Enforcement Team Program (NET), a multijurisdictional task force operating under the direction of the Oakland County Sheriff's Office (OCSO).
- Oakland County has entered into a Grant agreement with the High Intensity Drug Trafficking Area (HIDTA), where it is eligible to receive reimbursement of overtime for HIDTA/NET related initiatives.
- Oakland County intends to use Grant Funds to reimburse the City's Police Department for qualifying overtime expenses up to \$5700.00 annually.
- To receive reimbursement, the City must execute the 2023 High Intensity Drug Trafficking Area (HIDTA) Subrecipient Agreement with Oakland County.
- City Attorney Joellen Shortley has reviewed the agreement.

RECOMMENDATION

IT IS RESOLVED THAT the City Council approve that the City Manager be authorized to execute the High Intensity Drug Trafficking Area (HIDTA) Oakland County Subrecipient Agreement and any associated documents or agreements.

Prepared/Authorized by: Chief Jeff King
Police Department

Approved by: Gary Mekjian
City Manager



INTEROFFICE CORRESPONDENCE

To: Gary Mekjian, City Manager
From: Karen Mondora, Director of Public Services
Subject: Consideration of Employment for Michael Downs
Date: May 22, 2023

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: Michael Downs, who is related to an employee of the City, Tom Downs, who is a Bus Driver for the Division of Special Services.

The Department of Public Services has followed all City policies and procedures in establishing an eligibility list of qualified candidates. This includes advertising in the local newspapers, and posting on websites, social media, and signage in front of the DPW facility. A thorough investigation of the applicant's credentials and a personal interview were conducted. Provided applicants are equally qualified, residents receive preference for employment opportunities.

Occasionally we have some difficulty finding qualified applicants for positions because they may require certain qualifications or specialized training/certification and are labor intensive. Therefore, in view of meeting the established criteria and being the most qualified applicant, the Department of Public Services respectfully requests the City Council's approval of Michael Downs.

Name: Michael Downs

Position Applied For: DPW Seasonal Laborer

Number of Employees Needed in this Position: 5

Date Position Posted: 4/1/23

Open Until: Filled

Number of Applicants for this position: 3

Number of Applicants Interviewed: 2

Salary: \$15.00/hour

Relationship: Michael Downs is the son of Tom Downs from the Division of Special Services.

Justification: Michael Downs is the most qualified applicant and is available to begin work immediately.

Prepared by:

/S/ Derrick Schueller

Derrick Schueller
Superintendent of Public Works

Authorized by:

Approved by:

/S/ Karen Mondora

Karen Mondora
Director of Public Services

Gary Mekjian
City Manager



INTEROFFICE CORRESPONDENCE

To: Gary Mekjian, City Manager
From: Ellen Schnackel, Director of Special Services
Subject: Consideration of Employment for Sarah Davis
Date: May 22, 2023

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: Sarah Davis, who is related to an employee of the City, Timothy Davis, who is a Concessions Attendant.

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 Sarah Davis.

Name: Sarah Davis
Position Applied For: Hawk Concessions Attendant
Number of Employees Needed in this Position: 10
Date Position Posted: 5/25/22 Open Until: Filled
Number of Applicants for this position: 8 Number of Applicants Interviewed: 8
Salary: \$10.30
Relationship: Sarah Davis is the niece of Timothy Davis who is a Hawk Concessions Attendant
Justification: Sarah is a qualified applicant and is available to begin work immediately.

Prepared by:

/s/ Jenifer Hughes

Jenifer Hughes
Concessions Programmer

Authorized by:

/S/ Ellen Schnackel

Ellen Schnackel
Director of Special Services

Approved by:

Gary Mekjian
City Manager

MINUTES
CITY OF FARMINGTON HILLS
CITY COUNCIL MEETING
CITY HALL – COUNCIL CHAMBER
MAY 8, 2023 – 7:30 PM

The regular session meeting of the Farmington Hills City Council was called to order by Mayor Barnett at 7:32pm.

Council Members Present: Barnett, Boleware, Bridges, Bruce, Knol, Massey and Newlin

Council Members Absent: None

Others Present: City Manager Mekjian, City Clerk Smith, Assistant City Manager Valentine, Director Schnackel, Police Chief King and City Attorney Joppich

PLEDGE OF ALLEGIANCE

Judge Marla Parker led the pledge of allegiance.

APPROVAL OF REGULAR SESSION MEETING AGENDA

MOTION by Massey, support by Newlin, to approve the agenda as amended to move the Proclamations forward on the agenda as items #2 and #3.

MOTION CARRIED 7-0.

PROCLAMATION RECOGNIZING MAY 14 - 20, 2023 AS NATIONAL POLICE WEEK

The following Proclamation was read Councilmember Boleware and accepted by Lieutenant Domenic Lauria and Officers Callahan and Ross:

**PROCLAMATION
National Police Week
May 14 - 20, 2023**

WHEREAS, Congress and the President of the United States have designated May 15 as Peace Officers Memorial Day, and the week in which May 15 falls as National Police Week; and

WHEREAS, National Police Week honors all law enforcement officers, and Peace Officers Memorial Day pays homage to those who made the ultimate sacrifice in service to their community or became disabled in the performance of duty and pays tribute to the survivors of these fallen heroes; and

WHEREAS, we honor the men and women of the Farmington Hills Police Department, along with their community partners, and commend them on their impressive accomplishments in reducing crime in our community; and

WHEREAS, the Farmington Hills Police Department has achieved reaccreditation from the Michigan Association of Chiefs of Police, becoming one of only twelve Michigan police agencies to have attained this status and currently the largest agency to achieve this prestigious accomplishment; and

WHEREAS, it is vital that our citizens know that Farmington Hills police officers are committed to practicing 21st century policing, encouraging positive community connections, and delivering superior services without prejudice or partiality; and

WHEREAS, we are grateful to the members of our Police Department and to the community, whose partnership helps Farmington Hills continue to be rated as one of the safest communities in the state and country each year.

NOW, THEREFORE, BE IT RESOLVED, that I, Vicki Barnett, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim May 14 – 20, 2023 as **National Police Week** and call upon the citizens of Farmington Hills to recognize our Farmington Hills police officers, dispatchers, and civilian support staff, and honor all the dedicated professional law enforcement personnel across our country who preserve the safety and security of our communities.

PROCLAMATION RECOGNIZING MAY 2023 AS NATIONAL NURSES MONTH

The following Proclamation was read Councilmember Newlin and Steven Witkowski and Neha Desai, representing Corewell Health:

**PROCLAMATION
National Nurses Month
May 2023**

WHEREAS, the profession of nursing was begun by Florence Nightingale, the Lady with the Lamp, in 1854 when the role was basic caretaking and domestic tasks. The profession was influenced by the accomplishments of Clara Barton, Mary Eliza Mahoney, and Dorothea Dix, all nursing pioneers. Now over four million registered, practical, and advance practice nurses represent the largest health care profession in our nation; and

WHEREAS, skills required of the nurse are no longer basic caretaking, advancing from using a second hand of a wristwatch to take a pulse, writing in pencil on a Kardex wearing white dresses and nursing caps, to now wearing scrubs, lab coats or street clothes while recording in electronic medical records, understanding life sustaining technology and science while being the never changing constant at the bedside; and

WHEREAS, nurses are leaders in quality healthcare and the health of our nation relies on nurses to deliver primary and preventative care and health education in the acute hospital, chronic care settings, primary care clinics, the public health care agency, doing research, minute clinics, mental health settings, schools, where our military serves, hospices, and our homes or wherever people need care; and

WHEREAS, nurses have been the cornerstone in the care of our nation during a pandemic that threatened and took so many lives. A nurse has immense responsibility stepping into people’s lives when life begins, when life ends and everything in between. Nurses make a difference on life’s journey. Our nurses have given to our nation unending dedication, empathy, courage, endurance, sacrifice, and love; and

WHEREAS, the recognition of the profession of nursing began in 1982, and this year the American Nurses Association selected the theme “You Make a Difference” to honor the roles and positive impact nurses make in our lives; and

WHEREAS, this quote by Rawsi Williams, an inspiring nurse leader, quantifies the profession of nursing: “To do what nobody else will do, in a way that nobody else can do, in spite of it all; that is to be a nurse.”

NOW, THEREFORE, BE IT RESOLVED, that I, Vicki Barnett, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim May 2023 as **National Nurses Month** and call upon the citizens of Farmington Hills to honor registered nurses and to recognize the indispensable role these dedicated professionals play in keeping our community safe and healthy.

RECOGNITION OF CHILDREN, YOUTH & FAMILIES VOLUNTEER AWARDS PRESENTED BY JUDGE MARLA PARKER

Sharon Snodgrass, Chair of the Children Youth and Families Commission, congratulated all of the award recipient and introduced Judge Marla Parker to present the awards.

Judge Marla Parker provided a background on the Commission and history and meaning behind the George Romney Volunteer Award and Nancy Bates Distinguished Service Award. She then acknowledged Jim Nash, Oakland County Water Resource Commissioner as recipient of the Nancy Bates Distinguished Service. Judge Parker next acknowledged all of the recipients of the Children, Youth and Families volunteer awards in the categories of youth, family and business and the entire staff at CARES of Farmington Hills as the recipients of the George Romney Volunteer of the Year Award.

CORRESPONDENCE

Council acknowledged correspondence received on the following:

- Short term rentals
- Concerns with closing the Costick Center and expressing preference for the city to refurbish the Costick Center rather than provide for an annex at the HAWK
- Neighbor dispute over a fence

CONSENT AGENDA

MOTION by Bridges, support by Newlin, to approve consent agenda items #6-10, as read.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, KNOL, MASSEY AND NEWLIN

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

MOTION by Massey, support by Newlin, to approve consent agenda items #11 and #12, as read.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRUCE, KNOL, MASSEY AND NEWLIN

Nays: NONE

Absent: NONE

Abstentions: BRIDGES

MOTION CARRIED 6-0-0-1.

PUBLIC QUESTIONS AND COMMENTS

Eugene Greenstein, Olde Franklin, expressed concern with the literacy deficiencies in Farmington Public Schools and the need for the schools to address this issue.

Tammy Luty, Winterset Circle, Commission on Children, Youth and Families, spoke on the mental health crisis and the Kindness Rock Garden project. She also requested a proclamation on mental health for the next regular Council meeting.

Dan Fantore, Commission on Aging, expressed concern over the future of the Costick Center and the need to preserve the services that are offered at the site whether they remain there or at another location. He offered the Commission's assistance on this matter.

Mark Forshee, resident, expressed concern over the roadway between the Library and Post Office that is in dire need of repair.

City Manager Mekjian explained that this roadway is a private road under the jurisdiction of the Post Office and the Post Office has been contacted and a ticket issued. He stated that the back half of the roadway may be under the jurisdiction of the office building behind the Post Office and he can have staff research if there is an agreement between the two owners to maintain that roadway.

Council suggested a letter to the regional office and congressional legislators may be needed.

COUNCIL MEMBERS COMMENTS AND ANNOUNCEMENTS

Council commented on the following events:

- Farmington SAFE Community Conversation held last week and another upcoming SAFE event scheduled for June 7th at City Hall in the council chamber that will focus on PTSD for military veterans
- This evenings event for the volunteer awards and the hard work of the Commission on Children, Youth and Family members
- Career night at the HAWK

CITY MANAGER UPDATE

City Manager Mekjian made the following announcements:

- RRRASOC hosted a household hazardous drop off this past weekend at the OCC campus with over 1200 vehicles participating
- City contractors will be out landscaping the Northwestern Highway median at Middlebelt Road
- May 29th at 10am is the Memorial Day Parade along Grand River in Farmington
- Thank you to the Beautification Commission for organizing the Litter Walk event and to those employees who participated

Council requested the City Manager's Office to reach out to the City of Southfield regarding the vacant hotel building at Franklin and I-696.

NEW BUSINESS

CONSIDERATION OF REQUEST FROM MOTORCITY JAM JV, LLC FOR A NEW CLASS C QUOTA LIQUOR LICENSE TO BE USED AT 37611 W. 12 MILE ROAD, FARMINGTON HILLS, MI.

City Clerk Smith explained that this is a request for a Class C city quota liquor license and the city currently has one license available with 3 quota licenses under a moratorium. The restaurant is proposed

to be a breakfast and lunch business and will be located on Twelve Mile Road where the former Panera Bread restaurant was located. The application was routed to all departments and there were no objections to the issuance of the license and the applicant is present this evening if Council has any questions.

Mr. Ansara, applicant, explained that their business will be a breakfast and lunch restaurant and the concept started in Arizona and they are excited to bring this to Michigan. He feels the city could benefit from this style of restaurant and noted the existing building would be modified to incorporate an indoor/outdoor feel.

Council questioned if there was sufficient parking and when the business would open.

Mr. Ansara stated that they have sufficient parking according to their plans and there is parking available behind the building as well. He anticipates that the business would open in late summer/early fall.

MOTION by Bruce, support by Newlin, that the City Council of Farmington Hills hereby adopts the resolution for approval to the Michigan Liquor Control Commission for the request from Motorcity Jam JV, LLC. For a NEW Class C Liquor License to be used at 37611 W. 12 Mile Road, to be issued from the City's quota licenses available.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, KNOL, MASSEY AND NEWLIN
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

CONSENT AGENDA

RECOMMENDED APPROVAL OF AWARD OF BID FOR PORTABLE BASKETBALL UNITS TO SCHELDE SPORTS NORTH AMERICA IN THE AMOUNT OF \$15,980. CMR 5-23-57

MOTION by Bridges, support by Newlin, that the City Council of Farmington Hills hereby authorizes the City Manager to issue a purchase order for four (4) SAM School 3x3 1626140 Portable Basketball Units to Schelde Sports North America in the amount of \$15,980.00.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, KNOL, MASSEY AND NEWLIN
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF AWARD OF BID FOR REMOVAL AND REPAIR OF ROOFS FOR SPECIAL SERVICES BUILDINGS TO WEATHERSEAL HOME IMPROVEMENTS CO. INC. IN THE AMOUNT OF \$60,000. CMR 5-23-58

MOTION by Bridges, support by Newlin, that the City Council of Farmington Hills hereby authorizes the City Manager to approve the required contracts and purchase orders to Weatherseal Home Improvements Co. Inc., for the removal and replacement of the roofs for Founders Park North and South Concessions, Pioneer Park Concessions, and Heritage Park North Shelter, in the

amount of \$60,000.00 (\$46,900 plus an estimated \$13,100 for additional replacement costs which will not be known until the roofs are removed).

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, KNOL, MASSEY AND NEWLIN
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF PURCHASE OF A RIDE ON TURF SPRAYER WITH REVELS TURF AND TRACTOR IN THE AMOUNT OF \$47,423.33.

MOTION by Bridges, support by Newlin, that the City Council of Farmington Hills hereby approves the purchase of a ride on turf sprayer with Revels Turf and Tractor in the amount of \$47,423.33.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, KNOL, MASSEY AND NEWLIN
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A HAWK'S NEST AIDE.

MOTION by Bridges, support by Newlin, that the City Council of Farmington Hills hereby approves the request for employment under Section 10.01A of the City Charter for Julia Nothstine as a Hawk's Nest Aide in the Special Services Department. Julia is the daughter of Jacob Nothstine, who works in the Video Division in the Special Services Department.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, KNOL, MASSEY AND NEWLIN
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A DRIVING RANGE ATTENDANT.

MOTION by Bridges, support by Newlin, that the City Council of Farmington Hills hereby approves the request for employment under Section 10.01A of the City Charter for Joseph Oleksak as a Driving Range Attendant in the Special Services Department. Joseph is the son of Joseph Oleksak Sr., who works as a Small Engine Mechanic in the Special Services Department.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRIDGES, BRUCE, KNOL, MASSEY AND NEWLIN
Nays: NONE

Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF THE CITY COUNCIL STUDY SESSION MEETING MINUTES OF APRIL 24, 2023.

MOTION by Massey, support by Newlin, that the City Council of Farmington Hills hereby approves the City Council study session meeting minutes of April 24, 2023.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRUCE, KNOL, MASSEY AND NEWLIN
Nays: NONE
Absent: NONE
Abstentions: BRIDGES

MOTION CARRIED 6-0-0-1.

RECOMMENDED APPROVAL OF CITY COUNCIL REGULAR SESSION MEETING MINUTES OF APRIL 24, 2023.

MOTION by Massey, support by Newlin, that the City Council of Farmington Hills hereby approves the City Council regular session meeting minutes of April 24, 2023.

Roll Call Vote:

Yeas: BARNETT, BOLEWARE, BRUCE, KNOL, MASSEY AND NEWLIN
Nays: NONE
Absent: NONE
Abstentions: BRIDGES

MOTION CARRIED 6-0-0-1.

ADDITIONS TO AGENDA

There were no additions to the agenda.

ATTORNEY REPORT

The attorney's report was received.

ADJOURNMENT

MOTION by Bridges, support by Massey, to adjourn the regular session City Council meeting at 8:54pm.

MOTION CARRIED 7-0.

Respectfully submitted,



Pamela B. Smith, City Clerk