

AGENDA
CITY COUNCIL
STUDY SESSION & CLOSED SESSION
MARCH 3, 2025 – 6:00PM
CITY OF FARMINGTON HILLS
CITY HALL – COMMUNITY ROOM
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
Telephone: 248-871-2410 Website: www.fhgov.com

1. Call Study Session to Order
2. Roll Call

CLOSED SESSION ITEM:

3. Consideration of approval to enter into a closed session to discuss [collective bargaining negotiations with Firefighters Association of Michigan \(FAOM\)](#). (Note: Council will return to open session immediately following the closed session).

STUDY SESSION ITEMS:

4. Discussion on the [Use of City Facilities Policy](#) amendments regarding City Hall room rentals and identifying interior of amphitheater
5. Discussion on [policy regarding sponsorship of events, naming rights, and advertising](#)
6. Adjourn Study Session

Respectfully submitted,

Carly Lindahl, City Clerk

Reviewed by:

Gary Mekjian, City Manager

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



OFFICE OF CITY MANAGER

TO: Mayor, Mayor Pro Tem, Council Members

FROM: Gary Mekjian, City Manager

DATE: February 26, 2025

RE: Collective Bargaining Agreement with FAOM (Paid on Call Fire Fighters)

The Human Resources Director (Lori Brown) will attend the City Council Closed Session on Monday, March 3rd. During this session, she will provide an overview of the ongoing collective bargaining negotiations and tentative agreement (TA) between the City of Farmington Hills and the Firefighters Association of Michigan (FAOM), which represents paid on-call firefighters.

Following this discussion, we recommend that the Council consider approval of the agreement at the second meeting of the month.

City of Farmington Hills

Use of City Facilities Policy

| As a amended through ~~September 23, 2024~~ March 3, 2025

City of Farmington Hills
Use of City Facilities Policy

(As amended through ~~September 23, 2024~~ **March 3, 2025**)

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I. Purpose and Objective.

The City of Farmington Hills' facilities include community rooms, parks, parking lots, recreation areas, banquet facilities and other government buildings and facilities. The intent of this Policy is to establish uniform procedures for the use of City facilities, to provide sufficient forums for gathering and expression of speech, to identify the purposes of City facilities, to ensure the efficient uninterrupted administration of the City government and City facilities and their premises, and to ensure the enjoyment of City facilities by all users. To the extent that this Policy regulates First Amendment activity, it is not the intent of this Policy to allow uniformity of expressive conduct at all locations, or within all areas of a specific location. Any attempt to limit the use of a forum is not intended to silence speech or engage in prohibiting expressive conduct based upon its content.

II. Definitions. As used in this Policy, the following terms are intended to have the following specified meanings:

- A. Facility Manager. The Facility Manager shall be the department responsible for processing applications and enforcing this Policy in relation to any City facility, as identified in Section VII of this Policy. The term shall include any specific individual(s), including but not limited to an on-site facility manager, designated by the department as the City's or facility's contact person for matters relating to the facility rental including but not limited to cancellations and special requests identified in this Policy as requiring the Facility Manager's permission.
- B. Limited Public Forum. Any City facility, City-owned property, or portion thereof that is not within the definition of a Traditional Public Forum, but which has been expressly designated in this Policy as a Limited Public Forum for specific purposes identified in this Policy. It is the intent of this Policy that, where a portion of a facility or property is designated as a Limited Public Forum, that designation shall be narrowly-construed as applying only to the identified portion of the facility or property, and is not intended to transform the property as a whole or any other portion of the facility or its premises (e.g. common hallways, lobbies, and sidewalks and parking lots that are not part of the City's general transportation network) into either a limited or Traditional Public Forum.
- C. Non-Public Forum. Any City facility, City-owned property, or portion thereof that is not within the definition of a Traditional Public Forum, and which has not expressly been designated in this Policy as a Limited Public Forum. It is the intent of this Policy that Non-Public Forums are not to be the site of any activity or use by non-City individuals or entities for purposes unrelated to the purpose for which the facility or property exists. To the extent that this Policy and/or City Ordinances regulate First Amendment ~~a~~Activity in Non-Public Forums, such regulations are intended as reasonable regulations to promote the efficient and undisturbed use of the forum for its intended purpose.

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- D. User Representative. The person who is identified in a facility's usage application, arranges the reservation of a facility, and/or who is otherwise the primary contact for a User.
 - E. User. Any individual, group, organization or other entity that has arranged for the use of a City facility, whether through reservation, usage agreement, or other means, and regardless of whether the facility is a fee-based or non-fee-based facility.
 - F. Traditional Public Forum. City parks (to the extent that they are open-air and not designated for specific uses such as sports fields and reservation-based picnic shelters), and public streets and public sidewalks that are part of the City's general transportation network are recognized as Traditional Public Forums. These properties are open to a broad range of expressive purposes consistent with applicable state and federal law. To the extent that this Policy and/or City Ordinances regulate activities within Traditional Public Forums, such regulations are intended only to reasonably regulate the time, place, and manner of activities within the forums as permitted under relevant law.
- III. General Application Procedures and Disclosures and Reservation of Rights for all City Facilities. Unless otherwise stated in this Policy, these General Procedures shall apply to all City of Farmington Hills facilities. Where a procedure for a specific facility elsewhere in this Policy conflicts with or expands upon a General Procedure, the facility-specific procedure shall control.
- A. Application Required. No User may use a City facility without requesting and scheduling said facility through the appropriate Facility Manager for the facility as designated in Part VII, at least 24 hours in advance of the date of use, with a signed and completed application form delivered in person, by e-mail, online, or by fax.
 - B. Discretion to Deny Application. The City, at its sole discretion, reserves the right to limit and/or deny requests for meetings, parties, or other events. In reviewing a request, the City shall consider factors including, but not limited to: (a) the applicant's history of compliance with facility use policies; (b) the conformity of the application to this Policy and all other applicable policies, ordinances, laws, and regulations; (c) whether using the facility as proposed would threaten public health, safety, or welfare, based on factors including but not limited to the ability to manage crowds at the facility, expected public interest, need to maintain order due to expected protests at the event; (d) the consistency of the proposed use with the purposes for which the room is designed and intended, such as but not limited to the size, dimensions and existing furniture, fixtures and equipment in the room; (e) the availability of the room or facility; (e) whether the proposed use would conflict with the administration or needs of, or uses by, the City government; and (g) any other factor deemed relevant by the Facility Manager of the facility involved.
 - C. Events of Minors. The City reserves the right to limit and/or deny requests for meetings, parties, or other events of minors. If an application is approved for such

an event, the application must be signed by a responsible party who is over 21 years of age, and one chaperone over 21 years of age must be provided for every 8 minors.

- D. Insurance. The City of Farmington Hills does not provide individual accident and health insurance for use of its facilities. Groups or individuals using facilities may be required to procure and maintain a ~~G~~general ~~L~~iability insurance ~~P~~policy, at its sole cost and expense, for any death or injuries to persons or loss or damage to property that may arise from or in connection with its use of the facility and the activities associated with it, to supply a certificate of such insurance to the City, and to name on such policy the City of Farmington Hills as an additional insured. Minimum acceptable limits of such insurance will be \$1 million each occurrence and \$1 million aggregate. The City of Farmington Hills must receive ~~p~~Policy verification including dates of coverage and financial limits for the event at least 30 days prior to the first rental date.
- E. First Aid. No on-site medical treatment is available at City facilities. First aid is the direct responsibility of any User of City facilities.
- F. Gratuities. City facility personnel are not allowed to accept gratuities.
- G. Assignment/Transfer. No usage, usage agreement, permit, or facility reservation shall be assigned or transferred without the City's consent.
- H. Right of Inspection and Control. The City reserves the right to inspect and control all events, private parties, meetings and receptions held on its premise. The User shall be responsible for paying the City the costs of replacement for any and all destroyed, damaged or missing facility property caused by User's guests, independent contractors, User, User's agent or any person on User's behalf. The User is responsible to reimburse the City for all fees and costs incurred by the City should additional City staff be required to control the User's event.
- I. Damage to Facility. Any damages to the building and/or grounds will be charged to the User or User Representative that signed the agreement. The User or User Representative is responsible for checking the room for damages and cleanup in a manner that is acceptable to the City.
- J. Personal Property. The City shall not be responsible and assumes no liability for lost or stolen equipment, personal property, merchandise, money, personal effects, and goods at a City facility. The safekeeping and protection from theft or damage of all equipment, personal property, merchandise, money, personal effects, and goods brought onto the premises of a City facility shall be solely the responsibility of the User of the facility and the owner of the personal money, effects and goods. The City will assume no liability for any equipment, personal property, merchandise, money, personal effects, and goods left in a City facility or for any damages to such items if they are moved, cleaned or stored by ~~our~~ City employees in the performance of their duties.

- K. Hold Harmless and Indemnification Agreement. The User Representative and the User they represent shall pay on behalf of, indemnify, and hold harmless the City of Farmington Hills, its elected and appointed officials employees, and volunteers and others working on behalf of the City of Farmington Hills, against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Farmington Hills, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Farmington Hills, by reason of personal injury, including bodily injury or death and/or property damages, including loss of use thereof, which arises out of or is in any way connected or associated with the use of a City of Farmington Hills facility. Where a facility requires a written agreement, a hold harmless and indemnification provision that consists of language substantially similar to that of this paragraph shall be included in the signed agreement.
- L. Cancellation. The City of Farmington Hills reserves the right to accept, reject, or cancel any event, use, usage agreement, or reservation for any reason and in its sole discretion. If a facility is mistakenly scheduled for more than one event, use, or reservation of a City facility at the same time, the Facility Manager or their designated representative shall contact each party involved to identify the mistake and ascertain whether any party will voluntarily agree to reschedule, and if not then the Facility Manager shall, in their discretion, decide which party's event, use, usage agreement, or reservation is cancelled. If an event, use, usage agreement, or reservation must be cancelled due to a scheduling mistake as described above or circumstances beyond the control of the City of Farmington Hills, including but not limited to weather, loss of utilities, civil unrest, or other uncontrollable happenstance, the event will be rescheduled at the earliest convenience of all parties. If a usage fee has been paid in connection with an event use, or reservation must be cancelled due to a scheduling mistake by the City as described above or cancellation by the City for any reason (other than circumstances beyond the City's control) and the event, use, or reservation cannot be rescheduled for any reason, the City shall refund such usage fees to the User, which shall be the full extent of any obligation or liability of the City in connection with such cancellation. The City shall not be obligated, liable or responsible for payment of any amounts or damages for losses due, directly or indirectly, to a cancellation incurred by a User (other than a refund, if applicable), User Representative, any person, guest, vendor or contractor associated with the event, use, reservation, rental, or usage agreement, or any other third party. If a User or User's Representative cancels an event or use, the City will not refund any fees, except as may be otherwise specifically allowed in this Policy. Where a facility requires a written usage agreement, a cancellation provision that consists of language substantially similar to that of this paragraph shall be included in the signed agreement.
- M. Policy Enforcement / Penalties. Failure to comply with this Policy may result in all or any of the following: forfeiture of some or all of the security deposit;

cancellation of the event, meeting or other use; immediate termination of the event, meeting or other use without notice or warning; immediate removal of individuals from the premises by City staff or the Farmington Hills Police Department without notice or warning; payment of the City the costs of replacement for any and all destroyed, damaged or missing City property caused by User's guests, independent contractors, User, User's Representative or any person on User's behalf; rejection of any or all future requests to use the City's facilities; criminal prosecution for any violations of law or ordinance; and any other civil remedies to which the City may be entitled by law or in equity.

- N. City Sponsored Events. The City and City sponsored uses and events are specifically excluded from compliance with this Policy.
 - O. Fees. The Facility Manager, in coordination with the City Manager or City Manager's designee, is authorized to establish usage fees and other fees relating to the use of City facilities for which this Policy contemplates a fee.
 - P. Exceptions to Policy. The City Council may allow exceptions to this Policy to accommodate and enable events of regional, state-wide or national significance to be held at City facilities, such as but not limited to, visits by the President of the United States or Michigan Governor, or candidates for such positions.
- IV. General Regulations for All City Facilities. Unless otherwise stated in this Policy, these General Regulations shall apply to all City facilities. Where a regulation for a specific facility elsewhere in this Policy conflicts with or expands upon a General Regulation, the facility-specific procedure shall control.
- A. Compliance with Laws and Policies. All persons using the City of Farmington Hills' facilities shall observe and comply with the regulations of this Policy, all applicable ordinances, rules, and regulations of the City of Farmington Hills, and all federal and state laws.
 - B. Prohibited Uses. City facilities and equipment shall not be used for: a) activities which are in conflict with City policies, rules or ordinances, state laws, or federal laws; b) activities which are discriminatory in the legal sense; c) illegal gambling; d) the primary purpose of petition signature gathering except as allowed by Section V of this Policy; e) political campaign events or fundraisers except in reserved rooms of the Costick Center, Grant Center, Longacre House, The Hawk, or Ice Arena as provided by Section V of this Policy; or f) religious services or regular worship activities except in reserved rooms of the Costick Center, Grant Center, The Hawk, or Longacre House as provided by Section VI of this Policy.
 - C. Notice/Control of Renter's Invitees. The User Representative is responsible for insuring that all policies, rules and regulations are strictly adhered to by all persons participating in the activity for which they are the User Representative. To the extent that rooms or areas of City facilities are reserved, the User, the User's Representative and the User's invitees shall contain their activities to the area reserved or interior of the reserved room, and shall not use hallways or other common areas of the facility in connection with their event

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- D. Non-Interference with Facility. No User's activities shall interfere with the administration of the City of Farmington Hills, the primary purpose of the facility being used, or the enjoyment of the facility by other users of the facility.
- E. Room Capacities. Room capacities must be adhered to. User and User's invitees may not overflow into the hallways and/or disturb City staff, City business, other activities or events at the facility.
- F. Maintenance and Clean-Up. Routine maintenance will be done by City staff. However, trash pickup and other cleanup duties are to be performed by the User, and it is expected that the User will clear and clean any areas of the facility used by the User or the User's invitees. Furniture, fixtures and equipment may not be moved from room to room or removed from the building without permission. At the conclusion of a User's use, the room must be returned to and left in the condition in which it was found. Any decorations used must be removed and disposed of properly, immediately following the function.
- G. Prohibited Items. No sparkle, glitter, confetti, etc. is permitted. Tape, pins, nails, staples and adhesives are not allowed on the walls, tables, chairs, etc. Except for lighters and cake candles (for birthdays, anniversaries, etc.) or unless otherwise provided in a facility-specific policy, candles or other sources of flame and fire are not allowed in City facilities.
- H. Control of Children. All children in attendance must remain in the reserved room(s). Children are not allowed to roam unsupervised in other areas of a City building, such as hallways, rooms or lounges.
- I. Alcoholic Beverages. With the exception of the Costick Center, Longacre House, [the Farmington Hills Golf Club](#), and [The Hawk](#), no alcoholic beverages are allowed in or at City facilities unless the User has obtained written permission from the City Manager or Facility Manager and obtained proper licensing from the State of Michigan for the service of alcoholic beverages.
- J. Paper Goods. Paper goods are the responsibility of the User and are not provided by the City of Farmington Hills.
- K. Equipment. Equipment provided to or used by the User must be utilized for its intended purpose.
- L. Non-Smoking Policy. City facilities are smoke-free and vape-free facilities; guests may only smoke and vape in designated outside areas where ash containers are provided. Smoking and vaping includes tobacco and non-tobacco products or substances including, but not limited to, cigarettes, cigars, non-cigarette smoking tobacco, smokeless tobacco, herbal or clover cigarettes, e-cigarettes, electronic and herbal hookah, steam stones and smoking gels. Smoking marijuana is not permitted in or at City facilities.
- M. Animals. No animals or pets are allowed in or at City facilities except the following: (a) police dogs; (b) service animals, as defined by Title II and Title III of the

Americans with Disabilities Act, subject to applicable City Code requirements unless excepted from such requirements by law; (c) other animals that have been allowed as part of an approved or City sponsored program or event; (d) dogs in the City's dog park, subject to compliance with all established rules and regulations applicable to the dog park; and (e) dogs in Founders Sports Park and Pioneer Park, provided they are on a leash and maintained in compliance with all applicable ordinances and park rules.

- N. Signs. ~~The City does not allow~~ the display, posting, or placement of any sign, poster, or flag (for example political signs, event signs, etc.) is not allowed within or on the grounds of City facilities, except (1) City-owned signs; and (2) holding a sign, poster, or flag on the grounds of a Traditional Public Forum. Special permission may be granted by the City Manager or Facility Manager for signs relating to User events at the facility for which there is a User Representative. The City reserves the right to request and require the User or User Representative to provide a copy of promotional materials (including social networks) and/or invitations that User creates for the event/meeting.
- O. Food and Beverage Sales. Food and beverage sales within or at a public facility are prohibited, unless authorized to do so by the Facility Manager or this Policy.
- P. Merchandise Sales. The sale of any merchandise or goods within or at a public facility is prohibited, unless authorized by the Facility Manager or this Policy.
- Q. Reservation of City's Rights. The City reserves the right to act in the best interest of the City on matters not specifically covered in these rules.
- V. Political and Fundraising Activities in City-Owned Buildings and on City-Owned Properties.
- A. General Policy. Except as and where specifically allowed under this Policy, City facilities shall not be used for political activities, events, fundraisers or assemblies. Where specified political activities, events, fundraisers, or assemblies are permitted, they must be open to the public subject to occupancy limits and security concerns.
- B. Political Campaign Events and Fundraisers. Political campaign events and fundraisers advocating a political candidate, ballot proposal, or other political cause may occur only in the fee-based rooms of the Costick Center, Grant Center, Longacre House, The Hawk, and Ice Arena. In these facilities, the activity must be confined to the reserved room₇; and be carried out consistent with all other applicable provisions of this Policy.
- C. Campaign Finance Law. No City facility shall be used in a manner that would cause the City to be in violation of the Michigan Campaign Finance Act, Act 388 of 1976, as amended, or any other applicable state or federal law.
- D. Government Officials in their Official Capacities. This Policy shall not be construed to limit the ability of elected or appointed government officials from using either

fee-based or non-fee based facilities in furtherance of performing the public duties associated with their office.

- E. After-Hours Meetings with Government Officials. It is recognized that, from time to time, elected or appointed officials desire opportunities to schedule after-hours meetings with citizens on their personal time that are not required as part of their public duties (e.g. office hours, coffee socials, town hall meetings). For purposes of this Policy, such meetings shall be considered to be in furtherance of the public duties associated with the officials' office, provided that they are open to all, and do not include campaigning or fundraising. City facilities designated in Section VII as Limited Public Forums for specified political activities may be used by elected and appointed officials for such meetings with citizens subject to the Michigan Campaign Finance Act and all other applicable law, and subject to all rules, regulations, and fees in the same manner as any other applicant. No such event shall occur that requires the expenditure of public funds or the provision of in-kind services by the City (e.g. coffee service, refreshments, photocopies, labor costs) that could be construed as making a public expenditure or providing a contribution of volunteer public services in violation of the Michigan Campaign Finance Act. In no case shall such an event be held in such a manner as to constitute a violation of the Michigan Open Meetings Act.
- F. Signature Gathering. No portion of a City facility (including but not limited to meeting rooms, hallways, corridors, and internal sidewalks, parking lots, and drives) other than a Traditional Public Forum shall be used by any person or group having the primary purpose of soliciting signatures for candidate nominating petitions, ballot proposal petitions, or similar documents. This Policy, however, is not intended to prohibit an invitee of a User of a room from incidentally asking other invitees attending the same event within the same room to sign a petition.
- G. Political Fundraisers. Except for the reserved rooms of the Costick Center, Grant Center, Longacre House, The Hawk, and Ice Arena, City facilities shall not be used for the primary purpose of conducting a political fundraising event for any candidate, ballot question, political party or campaign committee. This Policy, however, is not intended to prohibit invitees of a User from incidentally asking other invitees attending the same event in the same room to support a fundraising effort of an individual attendee or the User of the room (e.g., selling tickets for ~~some a~~ future event; circulating a fundraising brochure; selling products such as cookies; or holding a 50/50, door prize or similar raffle solely among attendees of the event), or to engage in activities within the scope of the meeting for which the room was reserved related to the administration of an off-site fundraiser (e.g., collecting monies owed from an off-site fundraiser, distributing fundraiser materials such as brochures or raffle tickets; replenishing supplies for a product-based fundraiser; or distributing goods ordered through a prior fundraiser).
- G.H. Elections and Election Laws. Various City facilities are used as polling locations for elections and for other election related purposes. During the period of time that a City facility is being used as a polling location, no part of that facility shall be used

for a political activity, of any kind. No person shall use a City facility for any purpose that is not allowed under state election laws, rules, and regulations.

VI. Religious or Faith-Based Uses of City Facilities.

- A. Religious Services / Regular Worship. In recognition of the City's interest in complying with the Establishment Clause of the First Amendment of the U.S. Constitution, no City facility other than rooms at the Costick Activities Center, Jon Grant Community Center, The Hawk, and Longacre House shall be used for the purpose of conducting religious services or made available as a venue for the regularly-scheduled worship activities of any religious organization. Where facilities are allowed to be used for religious services, they shall be made available on a first-come, first-served basis, subject to all applicable usage regulations in the same manner as any other user of the facility.
- B. Faith-Based Groups and Incidental Faith-Based Activities. For City facilities that have not been opened for religious services, the limitation shall be narrowly construed so as not to prohibit the use of a Traditional or Limited Public Forum by an applicant because the applicant is faith-based, offers a religious perspective on matters relevant to subjects for which the forum has been opened, and/or engages in faith-based activity (including but not limited to prayer, singing, and reciting religious texts) that is incidental to a permissible use of the forum and does not amount to conducting a religious service. For purposes of this Policy, weddings or other ceremonies and events that could be carried out in a purely secular manner, but which the room User chooses to have conducted by a minister of any religion shall be considered an event with an incidental faith-based component as opposed to a religious service or worship event.

VII. Facility-Specific Regulations. The following facility-specific regulations are intended to be supplemental and additional to the General Application Procedures and Disclosures and General Regulations for aAll fFacilities, except where a facility-specific regulation conflicts with a general procedure or regulation, in which case the facility-specific regulation shall control.

A. No-Fee Rental Facilities.

1. City Hall Meeting Rooms (Excluding Council Chambers) Room Numbers 382 and 384 on the Third Floor of The Hawk (the "Third Floor Rooms").
- a. Forum Designation and Permitted Uses. The Third Floor Rooms City Hall meeting rooms are open-available for use as a Limited Public Forum—without charge to civic, community, and non-profit organizations, solely for the purpose of providing meeting space for routine meetings only (not including, for example and without limitation, training, workshops, social gatherings, parties, or other events) attended by an organization's membership and members of the public interested in the organization and/or items on the meeting agenda, subject to the requirements and restrictions in this

Subsection VII.A.1. When used under this subsection, the Third Floor Rooms are Limited Public Forums.

- b. Facility Manager. Applications shall be made to the City ~~Manager's office~~ Special Services Department.
- c. Priority. Priority for use of the ~~City Hall Meeting~~ Third Floor Rooms shall be given to the City government (including its officers, administrators, and employees acting in their official capacities), public bodies that use the Council Chambers for their meetings, and meetings of organizations or pertaining to events that are City-sponsored. All other users shall be considered non-priority users. No proposed use of a ~~City Hall Meeting~~ Third Floor Room by non-priority users shall be scheduled so as to conflict with these priority uses. If a public body requires use of a ~~City Hall Meeting~~ Third Floor Room for a meeting or other purpose not anticipated at the time that the use of the ~~City Hall Meeting~~ Third Floor Room was approved for an non-priority user (e.g. for a special meeting of ~~the City Council or other~~ a public body), the City reserves the right to cancel the non-priority user's reservation of the ~~City Hall Meeting~~ Third Floor Room and may relocate the non-priority user's event to an alternate room at a City facility if available. In this circumstance, if the only available suitable alternate location is a fee-based facility, the usage fee shall be waived administratively.
- ~~d. Availability. City Hall meeting rooms shall not be made available to non-priority users during normal City Hall business hours, on Fridays, or on weekends, unless the meeting for which the room is proposed to be used is City sponsored; provided, however, that after hours meetings with government officials under Section V.E. are permitted on Saturdays between 9:00 a.m. and 4:00 p.m.~~
- e.d. Open to Public. All meetings occurring within ~~City Hall~~ the Third Floor Rooms shall be open to the public.
- f.e. Political Uses. Political party organizations and similar political or Policy-oriented organizations may reserve ~~City Hall~~ the Third Floor Rooms ~~meeting rooms~~ solely for meetings in the same manner as any other civic or community organization referenced in a. above, subject to Section V and all other applicable rules and regulations of this Policy.
- ~~g. Prohibited Uses. City Hall meeting rooms are not to be used for private parties or events (e.g. birthday parties, showers, etc.); meetings or events of for-profit business entities, fundraisers of any kind, campaign events, special events that are intended to draw public attendance larger than a routine organizational meeting, religious worship or services as defined in Section VI of this Policy, or any other purpose not expressly authorized by this Policy.~~

- ~~h. Food and Beverage. No food or beverages may be served in City Hall Meeting Rooms without the authorization of the Facility Manager.~~
- ~~i. 2. City Hall Council Chambers.~~
 - ~~a. Forum Designation and Permitted Uses. The Council Chambers are open as a Limited Public Forum without charge to civic, community, and non-profit organizations for the same purposes as City Hall Meeting Rooms and for political meetings and assemblies, including meet the candidate days, debates, public policy forums and similar public events, subject to the requirements and restrictions in this Subsection VII.2.~~
 - ~~b. Facility Manager: Applications shall be made to the City Manager's office.~~
 - ~~c. Priority. Priority for use of the City Council Chambers shall be given to the City government (including officials, administrators, and employees acting in their official capacities), public bodies that use the Council Chambers for their meetings, City sponsored assemblies, and assemblies co-sponsored by the City. All other users shall be considered non-priority users. No proposed use of the Council Chambers by non-priority users shall be scheduled so as to conflict with these priority uses. If a public body requires use of the City Council Chambers for a meeting or other purpose not anticipated at the time that the use of the Council Chambers was approved for a non-priority user (e.g. for a special meeting of the City Council or other public body), the City reserves the right to cancel the non-priority user's reservation of the Council Chambers and may relocate the non-priority user's event to an alternate City facility if available. In this circumstance, if the only available suitable alternate location is a fee-based facility, the usage fee shall be waived administratively.~~
 - ~~d. Availability. City Council Chambers shall not be made available to non-priority users during normal City Hall business hours or on weekends unless the meeting or event for which the room is proposed to be used is City sponsored; provided, however, that after-hours meetings with government officials under Section V.E. are permitted on Saturdays between 9:00 a.m. and 4:00 p.m. Where a proposed meeting or event can be accommodated within a City Hall meeting room other than the City Council Chambers, the Facility Manager reserves the right to redirect the proposed use to an alternate meeting room.~~
 - ~~e. Open to Public. All assemblies for which City Council Chambers is used shall be open to all members of the public.~~

- ~~f. Political Uses. Political party organizations and similar political or policy-oriented organizations may reserve City Council Chambers for meetings or assemblies (but not campaign events or fundraisers) in the same manner as any other civic or community organization, subject to Section V and all other applicable rules and regulations of this Policy.~~
- ~~g. Prohibited Uses. City Council Chambers are not to be used for private parties or events (e.g. birthday parties, showers, etc.); meetings or events of for-profit business entities, fundraisers of any kind, campaign events, religious worship or services as defined in Section VI of this Policy, or any other purpose not expressly authorized by this Policy.~~
- ~~h. Food and Beverage. No food or beverages may be served in City Council Chambers without the authorization of the Facility Manager.~~

32. Fire Department Headquarters (Station #5) Community Rooms.

- a. Forum Designation and Permitted Uses. Fire Department Headquarters meeting rooms are open as Limited Public Forums to civic, community, and nonprofit organizations, solely for the purpose of providing meeting space for routine meetings attended by an organization's membership and members of the public interested in the organization and/or items on the meeting agenda, subject to the requirements and restrictions in this Subsection VII.~~31.~~
- b. Facility Manager. Applications shall be made to Fire Department Headquarters (Station #5).
- c. Priority. Priority for use of the Fire Department Headquarters meeting rooms shall be given to the City government, public bodies that use the Council Chambers for their meetings, and meetings of organizations or pertaining to events that are City-sponsored. All other users shall be considered non-priority users.
- d. Availability. Fire Department Headquarters meeting rooms shall not be reserved so as to conflict with priority uses by the Fire Department, other City government departments, public bodies, and City-sponsored uses.
- e. Open to Public. All meetings occurring within Fire Department Headquarters shall be open to the public.
- f. Political Uses. Political party organizations and similar political or policy-oriented organizations may reserve Fire Department Headquarters meeting rooms solely for meetings in the same manner as any other civic or community organization, subject to

~~the~~ Section V and all other applicable rules and regulations of this Policy.

- g. Prohibited Uses. Fire Department meeting rooms are not to be used for private parties or events (e.g. birthday parties, showers, etc.), meetings or events of for-profit business entities, fundraisers of any kind, campaign events, religious worship or services as defined in Section VI of this Policy, or any other purpose not expressly authorized by this Policy.
- h. Food and Beverage. No food or beverages may be served in the Fire Department meeting rooms without the authorization of the Facility Manager.

43. Spicer House. Spicer House is a historic home within Heritage Park, which serves as the park's visitor center and houses several rooms used for classes, meetings, gatherings, and displays. The Spicer House premises was acquired by the City in 1985 with funds obtained through a grant awarded to the City under the Michigan Recreation Land Trust Fund Act, 1976 PA 204, 1984 PA 429, and 1972 PA 227, as amended, which requires that the premises be maintained for recreational purposes in perpetuity. In addition, the Spicer House was designated by City Council in 1988 as a Historic District (Council Resolution R-51-88), as recorded in Liber 11290 Page 330 of the records of the Oakland County Register of Deeds, and its use restricted to purposes identified by the Parks and Recreation Commission, Historic District Commission, and City Council as consistent with its recreational purpose and historic designation.

- a. Forum Designation and Permitted Uses. Consistent with R-51-88, the Farmington Hills Historic District Commission Spicer House Use Feasibility Review dated March 3, 1988 reviewed by Parks and Recreation Commission and City Council, and the Spicer House's recreational and historic purposes, Spicer House is open as a Limited Public Forum for the following uses, subject to the requirements and restrictions in this Subsection VII.4: recreational classes sponsored by government or non-government organizations, complementing the activities of the City of Farmington Hills (including but not limited to nature study, astronomy, day camping, safety clinics, cross-country skiing, fishing instruction); meetings of the Beautification Commission, Historical Commission, Historic District Commission, Park and Recreation Commission, Arts Commission, and Commission on Aging; Civic Awards/Presentations and functions (including but not limited to Officer of the month, outstanding citizen, Mayor's Exchange Day, City press announcements); interpretive exhibits (including but not limited to history of the Spicer Property, City history, early settlement history, land/water natural history interpretations, museum-type articles, pictures, and artifacts); service club

meetings; scouting activities, 4-H activities, youth athletic groups, civic club activities, and as a part of community activities (including but not limited to Halloween walks, hayrides, landscape painting and drawing programs, bird and plant identification, woodworking, nature and day camps, and fall festival).

- b. Facility Manager. Applications shall be made to the Special Services Department
- c. Open to Public. Meetings and events occurring at the Spicer House shall be open to the public and shall not interfere with the public's enjoyment of the Spicer House and premises as a recreational and historic venue.
- d. Prohibited Uses. Consistent with its recreational and historic purposes, the Spicer House is not to be used for private parties or events (e.g. birthday parties, showers, etc.), meetings or events of for-profit business entities, meetings or events for political party organizations or other organizations whose mission is not consistent with the recreational/historic, civic, or service-oriented purposes identified in subsection (a), fundraisers of any kind, campaign events, religious worship or services as defined in Section V of this Policy, or any other purpose not expressly authorized by this Policy.
- e. Food and Beverage. No food or beverages may be served in the Spicer House without the authorization of the Facility Manager.

B. Fee-Based Rental Facilities.

- 1. Costick Activities Center. The Costick Center is a multi-purpose facility that houses the Department of Special Services' administrative offices, indoor and outdoor recreational facilities, designated space for the Farmington Hills Senior Adult program, a teen center, and meeting and banquet rooms.
 - a. Forum Designation and Permitted Activities.
 - i. The Costick Center, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the forum or the purpose for which a room has been reserved, shall take place in the facility.
 - ii. The Costick Center's rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.

- b. Facility Manager. Applications shall be made to the Department of Special Services.
- ~~c. Scope of Use. To the extent that rooms are reserved at the Costick Center for a specific purpose, the User, the User's Representative and their invitees shall contain their activities to the interior of the reserved room, and shall not use hallways or other common areas of the facility in connection with their event.~~
- ~~d.c.~~ Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Costick Center, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
- ~~e.d.~~ Religious Uses. Rooms at the Costick Center may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs.
- ~~f.e.~~ Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.
- ~~g.f.~~ Food and Beverage. All Users with 50 guests or more that require food service are required to use the City's contracted food vendor. Users with 49 or less guests may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.
- ~~h.g.~~ Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 30 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.
- ~~i.h.~~ Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City.

Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

2. Jon Grant Community Center. The Grant Community center was constructed in conjunction with Fire Station #3. It offers classes, programs, and rental opportunities to residents of Farmington Hills as well as surrounding communities.
 - a. Forum Designation and Permitted Uses.
 - i. The Grant Center, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the forum or the purpose for which a room has been reserved, shall take place in the forum.
 - ii. The Grant Center's rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.
 - b. Facility Manager. Applications shall be made to the Department of Special Services.
 - ~~c. Scope of Use. To the extent that rooms are reserved at the Grant Center for a specific purpose, the User, the User's Representative and their invitees shall contain their activities to the interior of the reserved room and shall not use hallways or other common areas of the facility in connection with their event.~~
 - d.c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Grant Center, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
 - e.d. Religious Uses. Grant Center rooms may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs.
 - f.e. Food and Beverage. All Users with 50 guests or more that require food service are required to use the City's contracted food vendor. Users with 49 or less guests may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.

g.f. Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.

h.g. Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 10 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for the payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally or by invoice.

i.h. Cancellation and Refund. Users who cancel shall forfeit 50% of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, Users shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

3. Longacre House. The Longacre House is a historic home available for special events. Special Services classes are also held at the house.

a. Forum Designation and Permitted Uses. The Longacre House shall be regulated as a Limited Public Forum for the purpose of providing space for private events such as weddings, theme parties, receptions, business meetings, banquets, social gatherings, and classes.

b. Facility Manager. Applications are to be made to the Department of Special Services.

c. Usage Minimum. A five-hour usage minimum is required for Friday and Saturday events unless waived by the Facility Manager or his designee.

d. Fees. Usage fees are based on the time a group/party is in the room, including set-up and clean-up, except for 90-minute setup time that is included with all usage agreements.

e. Food and Beverage. All Users that require food and/or alcohol for their events must utilize the Longacre House contracted caterer. No exceptions will be made without Facility Manager approval.

f. Payment Terms.

- i. A security deposit is required for all parties over 25 people. An additional deposit may be required or the amount or type may be changed at the discretion of management.
- ii. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 10 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.

- g. Cancellation and Refund. Users who cancel shall forfeit 50% of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, Use shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

4. Farmington Hills Ice Arena. The first floor of Farmington Hills Ice Arena consists of the ice surface and related facilities. The second floor, known as the "Ice Arena Club" contains space available for reservation that includes a soda shop-style seating area, a dance floor area, and a meeting room.

a. Forum Designation and Permitted Uses.

- i. The Ice Arena, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the forum or the purpose for which a room or other portion of the facility has been reserved, shall take place in the forum.
- ii. The first floor of the Ice Area is intended to be regulated as a Non-Public Forum, within which the ice surface and accessory facilities (e.g. locker rooms) is available for rental only for Ice Area-related purposes (e.g. hockey and other ice-based events, practices, etc.) on a fee-based, first-come first-served basis, subject to the following regulations.

- iii. The Ice Arena Club's second-floor rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.
- b. Facility Manager. Applications shall be made to the Department of Special Services.
- ~~e. Scope of Use. To the extent that any portion of the Ice Arena is reserved for any specific purpose, the User, the User's Representative and their invitees shall contain their activities to the interior of the reserved room and shall not use hallways or other common areas of the facility in connection with their event.~~
- d.c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at reserved rooms of the second-floor Ice Arena Club, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
- e.d. Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.
- f.e. Ice Surface Rental Rules and Regulations. Users of the ice surface are subject to the following facility-specific rules and regulations:
 - i. Each hour is equivalent to 50 minutes of ice time. The remaining ten (10) minutes of the hour is reserved for resurfacing.
 - ii. All ice usage fees are to be paid in full at least one half hour in advance of the use of the ice facility, and are non-refundable. In the event that the advance payment is not maintained, the contract will be considered cancelled by the User.
 - iii. Nobody is allowed on the ice during resurfacing except two people to move goal nets. Zamboni drivers are instructed to cease resurfacing immediately if anybody places an object on the ice or if people are skating before the two Zamboni

doors are closed. Once the Zamboni leaves the ice because of a violation of this rule, resurfacing will not re-commence during the time reserved by the User.

- iv. All hockey players are required to wear full protective equipment and helmets when on the ice.
- v. No physical or verbal abuse of arena employees will be tolerated.
- vi. Users will not be permitted use of the locker rooms until one-half hour prior to ice time. An adult representative of a group must be present in the locker rooms at all times in which it is in use.
- vii. A User may receive key(s) to a locker room from the office in exchange for a car key. Said person is responsible for securing the room when the group is on the ice and after all persons have vacated the room. Locker room keys shall be returned to the office for return of the car key. There is a fee for lost and/or damaged key(s) established by the Facility Manager in the Facility Manager's discretion.
- viii. No food and drinks are permitted in the locker rooms, on the ice, or on the players' and penalty benches, including the scorer's box, with the exception of non-alcoholic beverages in non-breakable containers.
- ix. Warm-up shots may not be directed to the side dasher boards by hockey players.
- x. Users are responsible for the conduct of the persons using the arena facilities during the ice time for which they have contacted. Ice Users will be held responsible for any vandalism, breakage, and cleanliness of locker room and all other arena property. It is strongly recommended that the User Representative be the last person to leave the locker room each time it is totally vacated.
- xi. At the conclusion of the time for which the ice has been reserved, all persons are to leave the ice promptly so that resurfacing may begin immediately. Ice Users will be charged for whatever time is used beyond that for which they have contracted at rates established by the Facility Manager in the Facility Manager's discretion.
- xii. Only food and beverage items purchased within and from the arena are allowed.

5. The Hawk. The Hawk is a multi-purpose facility that houses City administrative offices, a Community Center that houses(with indoor and outdoor recreational facilities, activities, including a fitness and aquatic center, pickle ball courts, an auditorium, a gymnasium, dance studios, designated space for the educational programming, or and other services for and on behalf of the Community Center), and other uses that have been or may be programmed or determined by the City from time to time. The Hawk also offers space for "private events" (not open to the public) such as, but not limited to, birthday parties, wedding or baby showers, theme parties, receptions, reunions, business meetings, banquets, conferences, and other private events and social gatherings.

a. Forum Designation and Permitted Activities.

i. The Hawk, as a whole, shall be regulated as a Non-Public Forum, except as provided under subsection ii below and under Section VII.A.1 of this Policy. No activities unrelated to the purpose of the forum or the purpose for which a room or area is designated or has been reserved, shall take place in or at the Hawk facility.

ii. The Hawk's useable space available for private events, as described above, and uses under d. or e. below shall be regulated as Limited Public Forums for the purpose of providing space for private events such as birthday parties, wedding or baby showers, theme parties, receptions, reunions, business meetings, banquets, and other social gatherings or uses under d. or e. below.

b. Facility Manager. Applications shall be made to the Department of Special Services.

~~c. Scope of Use. To the extent that rooms are reserved at the Hawk, the User, the User's Representative and the User's invitees shall contain their activities to the interior of the reserved room, and shall not use hallways or other common areas of the facility in connection with their event.~~

d.c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Hawk, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.

e.d. Religious Uses. Rooms in the Hawk may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs

f.e. Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.

g.f. Food and Beverage. All Users shall utilize the Hawk's in-house caterer and bartender for food and beverage service. In the event the Hawk's in-house caterer is unavailable, the User may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.

h.g. Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 30 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.

i.h. Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

C. Parks.

1. Forum Designation and Permitted Uses. City Parks are open as a Traditional Public Forum (to the extent that they are open-air and not designated for specific uses such as sports facilities/fields and reservation-based picnic shelters), subject to the Rules and Regulations established in Chapter 19 of the Farmington Hills Code of Ordinances, all other applicable ordinances, statutes, and regulations, including but not limited to those pertaining to disturbing the peace, noise, and nuisance, and to the requirements and restrictions set forth in this Subsection VII.C.

2. Facility Manager. Applications for reservation-based park facilities are to be made to the Department of Special Services.

3. Scope of Use. Users of City Parks shall conduct their activities so as to not disrupt the operations of portions of parks designated for specific purposes,

including but not limited to: baseball, soccer, and other athletic fields; skate park; archery range; nature center; and golf course.

4. Fee-Based Reservation Park Facilities. The following park facilities are available on a first-come first-served fee-based basis, subject to the terms of this Policy and the following rules and regulations:

a. Heritage Park Shelter-Specific Rules and Regulations:

- i. Shelters are reserved in one-hour intervals. Shelters shall not be reserved or used earlier than 9am or later than sunset.
- ii. Reservations are for the shelter and/or fire pit only. Park equipment, volleyball courts, and other park facilities are not available for use, and are open to the general public on a first-come-first-served basis.
- iii. Outside equipment such as inflatables, mechanical rides, amplified sound systems, etc., are not permitted.
- iv. Portable propane grills are prohibited. Users may use the City-provided charcoal grills on-site, but Users are responsible for providing their own charcoal.
- v. If the reservation includes electricity, it includes 2 circuits, 15 amps each. The User must provide heavy-duty extension cords.
- vi. On-site water faucet is not drinkable water and is for park staff use only.
- vii. Receipt must be retained during reservation by the User and presented to park personnel upon request. Trash pickup and other cleanup duties are to be performed by the User. Therefore, the shelter must be left in the condition in which it was found. The site will be inspected by park personnel at the end of the rental period.
- viii. The Splash Pad is a Memorial Day through Labor Day operation. Its operating hours are 10am to 8pm, weather dependent.
- ix. Users are required to obtain permission from the Facility Manager or the Facility Manager's designee to have catering, but the caterer must be properly licensed by Oakland County.

- x. Balloons are not permitted, as they pose a choking hazard to wildlife and clog the Splash Pad drain.
 - xi. A full refund (less administrative fee) will be issued if the reservation is canceled more than 30 days from the reservation date. A 50% refund will be issued if the reservation is canceled 30 days or less from the reservation date. Refunds will only be issued in the event of severe weather as determined in the discretion of the Facility Manager.
- b. Stables Art Studio, Caretakers Farmhouse, Day Camp/Nature Center/Riley Archery Range and Skate Park:
- i. These facilities shall not be reserved or used earlier than 9am or later than sunset.
 - ii. Reservations are only for the specific facility that has been applied for. Equipment, volleyball courts, playground areas, and other areas in the park are not available for use (except as provided in this Policy) and are open to the general public on a first-come-first-served basis.
 - iii. Outside equipment such as inflatables, mechanical rides, amplified sound systems, etc., are not permitted.
 - iv. Receipt must be retained during reservation by the User and presented to park personnel upon request.
 - v. Trash pickup and other cleanup duties are to be performed by the User. Therefore, the facility must be left in the condition in which it was found. The site will be inspected by park personnel at the end of the use. Users are required to obtain permission from the Facility Manager or the Facility Manager's designee to have catering, but the caterer must be properly licensed by Oakland County.
 - vi. Balloons are not permitted outside.
 - vii. A full refund (less administrative fee) will be issued if a reservation is canceled more than 30 days from the reservation date. A 50% refund will be issued if a reservation is canceled 30 days or less from reservation date. Refunds will only be issued in the event of severe weather as determined in the discretion of the Facility Manager.

- c. Fields (Games and Practices). The following requirements and regulations shall apply to reservations of park fields for games and practices:
- i. All field users are required to submit a Field Guideline Application prior to reserving a field.
 - ii. Field hours are from 8:00 a.m. to sunset.
 - iii. Prospective field Users are classified into two groups: Group I (non-profit organizations including YMCA, Civic Organizations, and homeowner associations; and private groups or teams consisting of at least 60% Farmington Hills residents); and Group II (for-profit organizations, non-community groups, and non-residents).
 - iv. Group I non-profit organizations must supply their tax exempt number.
 - v. Groups I and II may be offered block scheduling (i.e. reserving fields for the entire season as opposed to a weekly basis) by completing a Field Use Reservation Form and submitting for review to the Facility Manager.
 - vi. Group I block scheduling occurs May 15th for Spring/Summer and July 15th for Fall.
 - vii. Group I and II can reserve fields by May 15th.
 - viii. All reservations that require dragging and lining of fields must be made 3 days prior to field use.
 - ix. Field use is permitted May 15th through October 15th, weather permitting.
 - x. During the period of the reservation and field use, the individual or organization shall procure and maintain a General Liability insurance policy in accordance with this Policy.
 - xi. Inclement weather may result in the cancellation of field use.
 - xii. Field Use Permits will be issued upon approval of a requested reservation for the use of any athletic facility.
 - xiii. The Field Use Permit must be carried with the permit holder at all times during the event.

- xiv. The Field Use Permit only assures use of the field permitted and not exclusive use of the park or other fields.
 - xv. Permit holders are responsible for those attending the outing. Permit holders and their participants and those attending their outing shall abide by all City and park ordinances and rules.
 - xvi. No refunds will be given after fields have been reserved.
- d. Fields (Tournaments). The following requirements and regulations shall apply to reservations of park fields for tournaments:
- i. During the period of the reservation and field use, the User shall procure and maintain a General Liability insurance policy in accordance with this Policy.
 - ii. The User will not charge a parking fee, however it may charge an entrance fee.
 - iii. Outside concessions and vendors are not permitted unless the User has obtained approval from the Facility Manager or the Facility Manager's designee. Any food vendor approved by the Facility Manager or the Facility Manager's designee must be properly licensed by Oakland County.
 - iv. The User shall provide tournament game schedule and field set up information a minimum of one week prior to the event to the Department of Special Services.
 - v. The amounts of a non-refundable deposit and all fees and charges for field reservations shall be established by the Facility Manager. The deposit is due at the time of reservation. Full payment of all fees for the reserved fields must be made a minimum of 10 working days after the event, check payable to Farmington Hills Recreation and sent to: Costick Center, Attn: Field Reservations, 28600 Eleven Mile Road, Farmington Hills, MI 48336.
 - vi. Baseball tournament teams are not permitted to use soccer fields.
 - vii. User and its participants and guests shall abide by all City and park ordinances and rules.
 - viii. The User shall provide the name and daytime phone number of the event's on-site contact person.

- ix. Users may rake a baseball field, but shall not use any mechanical devices or vehicles for said purpose.
- x. Inclement weather may result in the cancellation of field use.

D. Facilities Not Available for Use by Outside Groups/Individuals. The following City facilities and properties, or portions thereof, are Non-Public Forums. No space within these facilities is available for fee-based or non-fee-based use, and no portion of these facilities nor any portion of their premises that is not entitled to regulation as a Traditional Public Forum is intended to be opened as forums for activities unrelated or disruptive to the purpose of the facility.

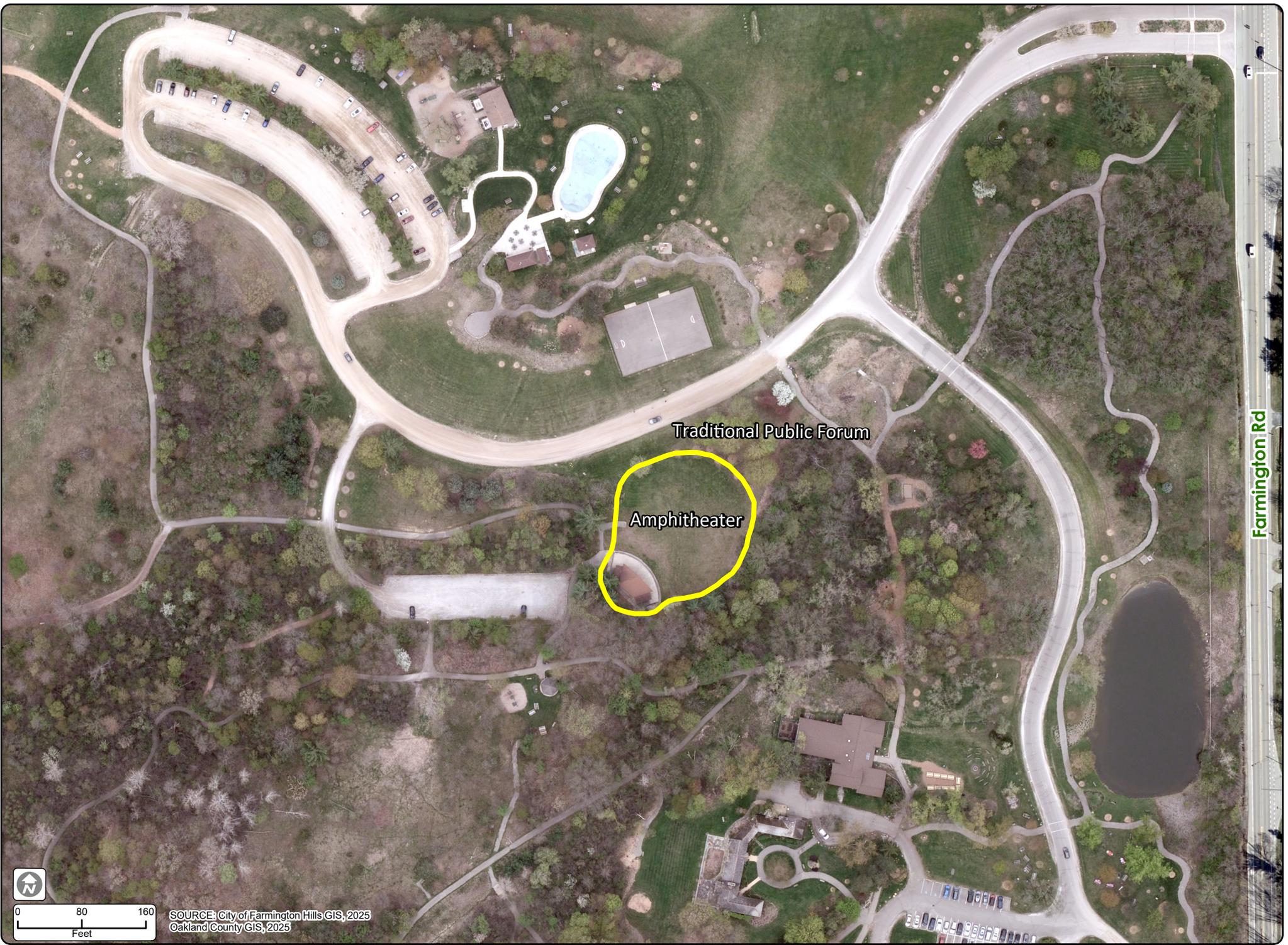
1. Fire Stations 1, 2, and 4
2. Fire Station 3 (to the extent that it is separated from the Jon Grant Community Center).
3. Police Department Building
4. 47th District Court
5. Department of Public Works Facility (including outbuildings)
6. Farmington Hills Golf Club, except for golf outing fundraisers.
 - a. Note: The restaurant within the Farmington Hills Golf Club is operated by a private entity pursuant to a concession agreement with the City. Any decisions made by that entity pursuant to its independent operating procedures and in compliance with applicable public accommodations law in furtherance of its business purpose shall not be construed as manifesting an intent of the City to confer public forum status on any portion of the Farmington Hills Golf Club property.
7. Park and Golf Maintenance Facility.
8. Interior areas of the Amphitheater at Heritage Park depicted on the attached map.
9. City Hall, except City Hall meeting rooms, Council Chambers, and the hallway outside Chambers are Limited Public Forums during public meetings held by City Council and other City government public bodies subject to rules established by City Council or such other public bodies applicable to those areas.
- 9.10. Any other facility not identified in this Policy as a Traditional Public Forum or Limited Public Forum.

VIII. Repealer, Conflicts, and Severability.

- A. Prior Facility Use Policies Repealed. This Policy amends, restates and supersedes any and all prior facility use and political activities policies adopted by the City Council. Any prior facility use and political activities policies are hereby repealed.
- B. Conflicts. If any provision of this Policy is inconsistent or conflicts with the City Code of the City of Farmington Hills, or any other binding state or federal statutes, regulations, or law, this Policy shall be superseded to the extent that it conflicts with those statutes, laws, ordinances, regulations, or other laws.
- C. Severability. In the event that any of the terms or provisions of this Policy are held to be partially or wholly invalid or unenforceable for any reason whatsoever, such holding shall not affect, alter, modify, or impair any of the other terms, provisions or covenants of this Policy or the remaining portions of any terms, provisions or covenants held to be partially invalid or unenforceable.

DRAFT

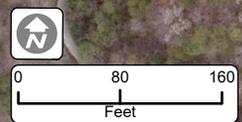
Heritage Park Amphitheater (Interior)



Traditional Public Forum

Amphitheater

Farmington Rd



SOURCE: City of Farmington Hills GIS, 2025
Oakland County GIS, 2025



OFFICE OF CITY MANAGER

TO: Mayor and City Council

FROM: Gary Mekjian, City Manager

DATE: March 3, 2025

RE: Proposed Rewrite of the Policy Regarding Sponsorship of Events, Naming Rights and Advertising

The City's current policy on sponsorships, naming rights, and advertising was adopted by City Council in March 2011. After 14 years, significant changes to our organizational structure, facility expansion, and increased revenue needs (particularly within the Special Services Department) necessitate a comprehensive policy update.

Staff and the City Attorney have completed an extensive revision to address these evolving needs. Key proposed changes include:

- Updated language reflecting the establishment of the Communications and Community Engagement Department
- Enhanced promotional opportunities for sponsored events through various media channels including press releases, digital platforms, newsletters, and print materials
- Implementation of standardized advertising guidelines for all promotional content
- New approval thresholds: donations of \$25,000 or less require Department Director approval with notification to the City Manager, while donations exceeding \$25,000 require approval from both the Special Services Director and City Manager
- Preservation of City Council's authority to approve all naming rights arrangements

This policy update aligns with our February 24, 2025 study session discussion regarding public art, as it provides a framework for accepting donations specifically designated for public art acquisitions and other city initiatives.

It is important to note that current staffing constraints limit our ability to actively pursue donation and sponsorship opportunities. To maximize revenue potential in this area, I

recommend contracting with a specialized service provider who can secure donations and sponsorships in a cost-neutral arrangement. This will be very similar to a contract that City Council approved for these efforts back in 2012.

Attached for your review are:

1. City Council Study Session minutes from February 28, 2011
2. The City Council Resolution R-37-11 from 2011.
3. City Manager Report CMR 3-11-14 from the March 28, 2011 City Council meeting with original policy.
4. City Council Regular Meeting Minutes the March 28, 2011.
5. The proposed policy revision

Please contact me with any questions or concerns.

**MINUTES
CITY OF FARMINGTON HILLS
CITY COUNCIL STUDY SESSION
FEBRUARY 28, 2011**

The Study Session meeting of the Farmington Hills City Council was called to order by Mayor Ellis at 6:00 p.m.

Council Members Present: Bates, Brickner, Ellis, Massey and Oliverio

Council Members Absent: Bridges and Bruce

Others Present: City Manager Brock, City Clerk Dornan, Directors Boyer and Countegan, Police Chief Nebus, and City Attorney Joppich

Discussion on proposed Department of Special Services Policy regarding sponsorship of events, naming rights and advertising.

Special Services Director Boyer spoke on the development of a policy which would provide guidance to the special Services Department to allow for the sponsorship of Special Services events by private, non-profit or other entities. He also advised that the policy would govern the purchase of naming rights and advertising space in department brochures in order to support, coordinate and manage the process to ensure consistency and uniformity in these matters. He noted that a draft policy had been provided to Council for their consideration.

Special Services Director Boyer advised that the Parks and Recreation Department currently allows sponsorships of events and sells advertisements and does so as a way to help off-set costs with printing and brochure development, etc. Mr. Boyer explained that a policy was needed for consistency. He said the City Attorney has been involved in the discussions of developing a policy and had prepared the draft before Council.

Special Services Director Boyer commented about past sponsorships for the Riley Skate Park, the hockey rink, and sponsorships for many of the Parks and Recreation programs. He talked about other sponsorship opportunities, advertisements, and potential naming rights. He said in hopes of generating more revenue, City Council was being asked to consider the draft policy as presented.

Mayor Ellis spoke to the guidelines, and noted on page 5, B.1, "Ads submitted shall be in harmony with decency and good taste in the community. The City of Farmington Hills reserves the right to reject any ad for any reason." He requested the addition of the words: "in its sole discretion" at the end of that sentence.

City Attorney Joppich spoke to the language used and naming rights. He said the Parks and Recreation department makes the decisions on these advertisements when its for their projects and programs, however, in all other areas of the City, requests of this nature would come before the City Council or sometimes City Manager, for review and approval. He noted it would depend on the actual request and circumstance.

Councilmember Bates stated she felt the naming of buildings should be left to names that honor people and that the decision be made by Council, but that it definitely not be allowed because someone has the financial means to pay to name the building.

Mayor Ellis said that was a point well taken, and noted that in the proposed policy, anything over \$20,000 would come before the City Council for consideration and that requests could always be denied.

City Attorney Joppich commented about the legal aspect of naming rights on buildings. He said this area was separate from the sponsorships of events. Regarding the naming rights section of the policy, he said the City Council would set up a list of facilities that they are willing to allow to have naming rights purchased on, if they desired this at all, and that if there were buildings the City Council did not want to be named under this, they should be excluded from the list.

Special Services Director Boyer pointed out that some facilities, such as the ice arena, already having naming opportunities. He said that many similar facilities are naming their arenas, such as the Compuware Ice Arena, the Brighthouse Ice Arena, etc. of which the naming rights are sold for a certain amount of time, like maybe 90 days or for the length of a certain event, etc. Special Services Director Boyer said there is potential at the ice arena for naming which in turn, means revenue for that facility.

Councilmember Bates reiterated her strong feelings that buildings should be named to honor people or for location purposes, not because someone can afford to pay to name the building.

Councilmember Brickner pointed out the names of several of the meeting rooms at City Hall, i.e. The Community Room, The Fountain View Room, and that in the future they may be considered for naming after individuals. He also noted this potential at the Costick Center.

Councilmember Bates noted that a call came in from a resident concerned that the name of City Hall might change from Floyd Cairns Municipal Building now that it had been remodeled. Mayor Ellis stated that no changes were made and the Floyd Cairns plaque was placed on the wall at the north side of City Hall.

Councilmember Massey mentioned that the library has a lot of conference rooms. He wondered if the proposed policy would also include the naming of those rooms, or would the library board deal with that. Discussion took place regarding the library board dealing with a similar proposed policy.

Discussion took place about naming of rooms at the Costick Center.

City Attorney Joppich said that the proposed policy draft was drafted just for the Parks and Recreation and Special Services facilities; that it did not cover all city-owned buildings.

Councilmember Brickner inquired about whether there was a city advertising policy. City Manager Brock said there was not a city-wide policy at this time.

Councilmember Brickner said he felt it was a good idea to have a city-wide policy, and not a policy limited to Parks and Recreation. He expressed caution should be considered, and said he did not want it to look like the city was promoting anyone or anything.

City Manager Brock advised this was the reason why Special Services Director Boyer brought this to the attention of City Council and is recommending that a policy be developed, in order not to have it appear that the city was promoting anyone or anything and that any request be given the same consideration and handled in the same manner; and he thought it would be prudent to begin

with the Special Services Department since they seem to have the most requests for naming. He said it would be the decision of the City Council for the rest of the facilities.

Councilmember Brickner agreed with Councilmember Bates, and said he was in favor of naming public buildings after people who have contributed or meant something special to the city; and restrict the naming for Parks and Recreation facilities

Mayor Ellis and the members of City Council concurred to consider requests for naming of other buildings on a request-by-request basis.

Mayor Ellis requested the policy be adjusted based on this City Council discussion; and then bring the issue to City Council at a regular meeting.

Discussion on invisible fencing markings/requirements

City Manager Brock explained that this issue was raised by a resident who has asked through Mayor Pro Tem Bridges to consider the issue of invisible fencing in the city. This resident feels that properties with invisible fences should be marked that a fence exists in order to let people know that there is one and subsequently that they have protection from the animal in the yard. He also requests that Council put restrictions on how close the invisible fence can be to the front – yard property line. Manager Brock reminded Council that this was brought up at a City Council meeting and that the minutes of that meeting had been provided to Council which outline the resident's concern, and also a short cover note from City Planner Gardiner regarding survey information from other communities on the issue.

City Manager Brock noted that while the City of Southfield has an Ordinance of this type, the Planning Department also contacted Troy, West Bloomfield, Rochester Hills, Walled Lake, Royal Oak and Ferndale, and none of these have such an Ordinance.

Planning Director Countegan spoke on the Southfield Ordinance, pointing out that Southfield was the only local community to adopt such an Ordinance. He noted that Farmington Hills did not have many sidewalks, and feels that Farmington Hills offers more flexibility in terms of where people can walk, and putting distance between themselves and dogs. He said in most cases, dogs were under control. Planning Director Countegan said most communities do not want to become involved in an Ordinance like this; that it would be very difficult to enforce, etc.

Councilmember Brickner noted that the man who came to the City Council meeting regarding this was concerned with setbacks and signage so walkers and runners would know if an invisible fence was in place to hopefully stop a dog. The man also noted that the dog went through the invisible fence and went after his dog.

Councilmember Bates mentioned the "Dog in Training" signs that she has seen in many yards. She questioned what this really meant, and thought that was not particularly helpful information.

Discussion took place regarding an Ordinance covering this matter and potential placement of signage.

Councilmember Massey said he was not in favor of an ordinance and did not want the signs. He spoke to how difficult it could be in terms of enforcement. Councilmember Massey noted that invisible fencing was not 100% reliable, and it was not uncommon for dogs to run through

electric fencing. He said he thought the city was well-covered with other city Ordinances, such as the dangerous animal ordinance and that this suggestion would be 'too much government.'

Mayor Ellis concurred with Councilmember Massey. He said signs can make people more confident; invisible fencing was not reliable; and the suggestion could be fraught with problems. After discussion, it was the general consensus of Council not to proceed with an ordinance covering this matter.

ADJOURNMENT:

There being no further business, the meeting adjourned at 6:30pm.

Introduction of the new Police canine, Argos

Police Chief Nebus, canine handler Officer Brian Holder and Argos met with the City Council just after the study session adjourned. Argos was presented to the City Council and the public both after the study session meeting and during the regular City Council meeting that followed.

Respectfully submitted,

Kathryn A. Dornan, CMC
City Clerk

/cdg

CITY OF FARMINGTON HILLS

CITY CLERK'S OFFICE

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

(248) 871-2410

R-37-11

RESOLUTION

IT IS RESOLVED, that the City Council of the City of Farmington Hills hereby approves the Policy for the Department of Special Services for Paid Sponsorship of Events, Naming Rights and Advertising.

Motion by: **MASSEY**
Support by: **BRIDGES**

Roll Call Vote:

Yeas: **BATES, BRICKNER, BRIDGES, BRUCE, ELLIS, MASSEY AND OLIVERIO**
Nays: **NONE**
Absent: **NONE**
Abstentions: **NONE**

MOTION CARRIED 7-0

I, Kathryn A. Dornan, the duly authorized City Clerk of the City of Farmington Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true copy of a resolution adopted by the City Council of the City of Farmington Hills at the regular city council meeting held on March 28, 2011.

/s/ Kathryn A. Dornan
Kathryn A. Dornan, City Clerk

DATE: March 29, 2011

REPORT FROM THE CITY MANAGER TO CITY COUNCIL
March, 28, 2011

SUBJECT: Proposed Policy Regarding Sponsorship of Events, Naming Rights and Advertising.

ADMINISTRATIVE SUMMARY

- The purpose of this policy is to provide guidance to the Department of Special Services to allow for the sponsorship of Special Services events by private, non-profit, or other entities and to govern the purchase of naming rights and advertising space in City newsletters, brochures, and facilities in order to support, coordinate and manage the process to ensure consistency and uniformity in such matters. (This Policy DOES NOT cover honorary or commemorative naming of buildings etc. City Council decides these on a case by case basis).
- The City Attorney Office has completed a number of revisions to the draft policy. These revisions address comments received during the February 28th City Council study session discussion. They also clarify some of the language and add a provision for advertisement disclaimers (IV.B.9)

RECOMMENDATION

IT IS RESOLVED THAT the City Council hereby adopts the proposed Policy for the Department of Special Services for paid Sponsorship of Events, Naming Rights and Advertising.

Prepared by: Dave Boyer, Director of Special Services
Approved by: Steve Brock, City Manager

POLICY REGARDING SPONSORSHIP OF EVENTS, NAMING RIGHTS AND ADVERTISING

I. Purpose

This policy governs Special Services Department events, publications and facilities only, unless otherwise provided. The purpose of this policy is to provide guidance to the Special Services Department to allow for the sponsorship of Special Services events by private, non-profit, or other entities and to govern the purchase of naming rights and advertising space in City newsletters and brochures in order to support, coordinate and manage the process to ensure consistency and uniformity in such matters.

II. Sponsorships

A. Purpose

A sponsorship is an agreement between an individual, or a private, non-profit or other entity and the City to provide monetary or in-kind services to a Special Services Department or community event.

B. Categories

There are three levels of sponsorship available:

1. Level 1: A Special Services Department or community event that is budgeted for and funded by the City but allows an opportunity for sponsors to contribute monetary donations and/or in-kind donations or services to off-set the costs, such as provision of food and beverages.
2. Level 2: A co-sponsored event where the Special Services Department and a sponsor provide roughly equal value to the event.
3. Level 3: A sponsored event in which the sponsor provides all funding for the event and the Special Services Department provides in-kind services deemed appropriate, such as licenses for use of City property. The Special Services Department must pre-approve all event advertising and the City must be named as an additional insured.

C. Terms and Conditions

1. All sponsorships must be clearly documented either through a contract, agreement, or other letter of intent approved by the City.
 - a. For a Level 1 event, an individual or entity must request in writing to become a sponsor of the event and provide documentation of the monetary donations and/or in-kind donations or services to be

provided. The Special Services Director, or his or her designee, must approve any such sponsorship and all sponsors must sign a sponsorship agreement outlining the details of the donations or services provided and such other terms as may be deemed appropriate or necessary by the City.

- b. For a Level 2 event, an individual or entity must request in writing to co-sponsor the event and describe the nature and extent of the proposed co-sponsorship. The Special Services Department and the sponsor will cooperatively plan for the event and make all provisions. Any individual or entity seeking to co-sponsor an event must sign a sponsorship agreement that details the nature of the co-sponsor's contributions to be made, outlines the duties and authority of the co-sponsor, and contains such other terms as may be deemed appropriate or necessary by the City.
 - c. For a Level 3 event, an individual or entity must request in writing to sponsor a community event. Any individual or entity seeking to sponsor an event must present an event proposal to the Special Services Department Director outlining the purpose of the event and the terms under which the event will take place (i.e., date, location, size of event, scope of event, etc.). The City may provide in-kind services deemed appropriate, such as a license for use of City property. The Special Services Department Director, or his or her designee, must pre-approve all event terms and advertising and the City must be named as an additional insured. Any individual or entity seeking to sponsor an event must sign a sponsorship agreement that describes the sponsored event, outlines the duties and authority of the sponsor, and contains such other terms as may be deemed appropriate or necessary by the City.
- 2. All sponsorship agreements must be approved by the Special Services Director, or his or her designee, unless approval is governed by Paragraph 3 below.
 - 3. In addition to approval of the sponsorship agreement, monetary contributions or in-kind donations of items require approval based on the value of the donation as follows:

Up to \$9,999	Approval of Special Services Director
\$10,000 to \$19,999	Approval of Special Services Director and City Manager
Over \$20,000	Approval of City Council

Small monetary donations and in-kind donations of items with a cumulative value less than \$500 may be accepted with approval of the City employee in charge of the event. The sponsorship agreement must be completed to ensure the donation is tracked by the Special Services Department.

III. Naming Rights

A. Definitions

Naming Rights – An individual, family, private business or corporation may purchase the right to name a fixed asset facility of the City, which naming right is granted in return for cash or other revenue support for a specified period of time.

Facility/Facilities – Buildings, including the interior and exterior spaces, sports fields, open spaces, parks, playgrounds, shelters, sport courts, trails, park benches, water fountains, flowerbeds, sports equipment, brick pavers and decorative walls.

Exclusions – Facilities and categories of facilities that are excluded from or not contained on a list of facilities that are available for naming rights excluded from this list by City Council.

B. Procedure, Terms and Conditions

1. The City will create a list of facilities available for naming rights.
2. An individual or entity seeking to purchase naming rights must submit a written proposal to City Council including a plan for display of the name of the individual or entity, which must comply with the City of Farmington Hills Code provisions applicable to signs.
3. In granting naming rights, regard will be given to the need to maintain an appropriate balance between commercial considerations and the City's stewardship role for the public parks and recreation facilities.
4. The naming rights shall be for a specified fixed term to be negotiated on a case-by-case basis.
5. If an entity changes its name, the naming right may be changed to reflect the new name by mutual agreement; however, the cost to change the name of the sign shall be the responsibility of the entity requesting the change.

6. The proposed name and naming rights purchaser must support the image and values of the City of Farmington Hills and the community. In general, the following industries and products are not eligible for naming rights: religious and political organizations; and companies whose business is involved to a material degree in the sale of alcohol, tobacco, firearms, pornography, gambling or lewd and lascivious behavior.
7. The City of Farmington Hills shall not relinquish to the purchaser any aspect of their right to manage and control the facility being named.
8. Proceeds received from the naming rights sale are to be used for the Farmington Hills Special Services Department in the following manner: (a) capital improvements to the Parks and Recreation system; and (b) funding of programs and services.
9. The granting of naming rights must not result in additional cost to the City of Farmington Hills.
10. Naming rights may be renewed by mutual agreement with the purchaser and City Council.
11. The purchaser of naming rights may revoke the naming rights at any time with the understanding that no refund or reduction of their financial commitment will occur.
12. The City of Farmington Hills reserves the right to terminate naming rights where continuation of the relationship would bring the City into disrepute or no longer conform with the terms, conditions, or provisions of this policy.
13. This policy is not intended to create a right for any person or entity to be granted naming rights on facilities, or an obligation, promise or commitment on the part of the City to grant such rights. The City maintains full discretion and reserves the right to reject for any reason, or no reason at all, any request to purchase naming rights.
14. The City maintains full discretion and reserves the right to name any facility in memorial to individuals without costs to any individual or entity making said naming request. The City reserves the right to name a facility in memorial to an individual upon the suggestion of City Council or the Special Services Department, or upon the request of an individual or entity.
15. A naming rights agreement must be executed for the granting of the naming rights consistent with the terms and conditions set forth in this

policy and containing any other terms as may be deemed necessary or appropriate by the City.

IV. Advertising

A. General

The City acknowledges the individual and corporate significance of advertising within the community. On that basis, the City will allow certain limited advertising in Special Services Department magazines, newsletters and brochures under certain restrictions and conditions. All individuals and entities seeking to advertise must sign an Advertising Agreement and pay all applicable fees.

B. Guidelines

1. Advertising opportunities are extended to any local, national or international business, non-profit company and government agency that has or wishes to have a presence in the City of Farmington Hills and meets the terms, conditions, requirements and restrictions of this policy. Contracts will be accepted on a first-come, first-served basis. Ads submitted shall be in harmony with decency and good taste in the community. The City of Farmington Hills maintains full discretion and reserves the right in its sole discretion to reject any ad for any reason.
2. The City may restrict speech in the ads based on viewpoints, i.e. politics or religion.
3. No illustrations that are sexually suggestive, salacious or indecent or contrary to the family-oriented audience will be accepted.
4. No advertisements that contain attacks of a personal, racist, sexist, political or religious nature will be accepted.
5. No advertising that is misleading, deceptive or fraudulent or that grossly exaggerates or makes unwarranted claims will be accepted.
6. No language that attempts to encourage the violation of any law, regulation or ordinance will be accepted.
7. The Special Services Department reserves the right in its sole discretion to refuse any advertisement from organizations or companies that offer programs, events and/or facilities that compete with City programs, facilities or events. Priority is given to past customers and to advertising that offers services not already offered by the Special Services Department.

8. The advertiser and its agency must each represent and warrant in writing that they are fully authorized and licensed to use: (1) the names, portraits and pictures contained in the ad; (2) any copyrighted or trademarked materials in the ad; and (3) any testimonials contained in any advertisement submitted. Advertiser and its agency must, in writing, warrant that such advertisement is neither libelous nor defamatory, an invasion of privacy, or otherwise harmful to any third party. The advertiser and its agency must, in writing, each agree to indemnify and save harmless the City of Farmington Hills, its elected and appointed officials, its employees, agents, contractors and representatives against all losses, liability, damages and/or expenses arising from the copying, printing or publishing of any such advertisement, including, but not limited to, attorneys fees.
9. Any advertisement shall be subject to the following disclaimer in the publication: Advertisement herein does not constitute the City's endorsement of any individual, corporation or business or any products or services of any individual, corporation or business, nor does it entitle any individual, corporation or business to use the City's name, logo, mark or trademark in any form or for any purpose without prior written approval of the City.
10. The Special Services Department shall not be responsible for any damage caused by acts of god, fires, strikes, accidents or other occurrences beyond the control of the publisher or the Department.
11. Advertising rates shall be established by the Special Services Department and the Department reserves the right to revise advertising rates at any time. However, rate increases will not affect existing advertising agreements.

Adopted by City Council Per Resolution No. ____ on _____, 2011

**MINUTES
CITY OF FARMINGTON HILLS
CITY COUNCIL REGULAR MEETING
MARCH 28, 2011**

The regular meeting of the Farmington Hills City Council was called to order by Mayor Ellis at 7:35 p.m.

Council Members Present: Bates, Brickner, Bridges, Bruce, Ellis, Massey and Oliverio

Council Members Absent: None

Others Present: City Manager Brock, City Clerk Dornan, Assistant City Manager Whinnery, Directors Boyer, Countegan and Gajda, Fire Chief Bartsch, City Attorney Joppich and Planning Consultant Arroyo

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Chris McRae, Vice Chair of the Planning Commission.

APPROVAL OF AGENDA:

MOTION by Brickner, support by Bates, to approve the agenda as published.

MOTION CARRIED 7-0.

RECOGNITION OF SWEDISH MANAGER CONTINGENT:

Mayor Ellis welcomed the contingent of managers from Sweden.

Clay Pearson, Novi City Manager, thanked Mayor Ellis and the City Council for hosting him and the Swedish visitors this evening. He said Novi was hosting a group of Swedish local government executives which consisted of city managers, directors of education, and parks and recreation directors. The group was on a one-week learning trip to Michigan. Mr. Pearson said they were trying to see as much of southeastern Michigan as possible, and were pleased to have had a tour of the new Farmington Hills City Hall.

Mr. Per-Ola Gunnarsson, of the Swedish contingent, thanked everyone for hosting their group while they enjoyed their learning adventure in Michigan.

City Manager Brock said the visitors from Sweden graciously provided Farmington Hills with a book about Sweden. He thanked them and advised that the book would be displayed in a prominent location at City Hall.

RECOGNITION OF THE YOUTH AND FAMILY SERVICES ORGANIZATION FOR 15 YEARS OF SERVICE TO THE COMMUNITY:

On behalf of the Youth and Family Services organization, City Manager Brock noted that they are celebrating their 15th anniversary.

Councilmember Bates recalled that 15 years ago there was the Commission on Children, Youth and Families. At that time, Police Chief Dwyer pointed out the potential for a grant for this Commission. She

said that after hard work, the grant was awarded to the Commission, and it was used to cultivate a very successful after-school program. She said it has grown to include youth programs after school in six buildings, with a transport van to get the kids to and from various programs. Councilmember Bates spoke to the many accomplishments of the Youth and Family Services organization, and pointed out that it adds to a level of safety and education that extends well beyond the after school program. She complimented Todd Lipa, program director, for his years of hard work and dedication to the after-school program and the youth of Farmington Hills.

Mayor Ellis pointed out that Farmington Hills received a national award in 2010 for the after-school program.

PRESENTATION OF CITIZEN CITATION FROM THE FIRE DEPARTMENT TO ERIK CARLSON, DAN CHEPEKA, DAVE MILLER AND DR. MARK MORTIERE FOR ACTS OF HEROISM; AND LETTER OF APPRECIATION TO GEOFF BENNETTS, GENERAL MANAGER OF SUBURBAN ICE, FOR INSTALLING AN AED (AUTOMATED EXTERNAL DEFIBRILLATOR):

Fire Chief Bartsch introduced each of the five citizens who received the Fire Department's Citizen Citation Award for saving someone's life. He pointed out that because of the actions of each of these people on one particular day, someone else continued to be alive today.

Fire Chief Bartsch noted the letter of appreciation to Suburban Ice for being proactive by purchasing and installing an AED (automated external defibrillator) inside their building. Fire Chief Bartsch explained that this device not only recently saved an individual's life, but it was also instrumental in saving another life several years ago. He emphasized the importance of businesses having an AED available so citizens can find and utilize it during an emergency. He noted the significant increase in survivability with early defibrillation intervention.

Fire Chief Bartsch presented the Fire Department Citizen Citation award to the following people:

- Dr. John Howard
- Dr. Mark Mortiere
- Dave Miller
- Erik Carlson
- Dan Chepeska

Deputy Fire Chief Bersche read a brief description of how each of these individuals intervened and ultimately were successful in their life-saving efforts. He noted that the Fire Department was recognizing Suburban Ice as one of the first businesses in the community to take the initiative and install an AED in their arena.

The Mayor congratulated each of these individuals on behalf of the Council and thanked the Fire Chief and Staff for their recognitions.

PROCLAMATION RECOGNIZING MARCH 27 – APRIL 2, 2011, AS “SEVERE WEATHER AWARENESS WEEK”:

Councilmember Bruce read the following Proclamation recognizing March 27 – April 2, 2011 as Severe Weather Awareness Week.

**PROCLAMATION
Severe Weather Awareness Week
March 27 – April 2, 2011**

WHEREAS, Governor Rick Snyder and Oakland County Executive L. Brooks Patterson have declared the week of March 27 – April 2, 2011 as Severe Weather Awareness Week in Michigan; and

WHEREAS, Oakland County will be conducting various public education efforts during Severe Weather Awareness Week to help minimize the loss of life and destruction of property that can result from severe weather; and

WHEREAS, to further raise the awareness level of severe weather safety and to promote tornado safety preparedness, Oakland County will conduct a special test of its outdoor warning system on **Wednesday, March 30, 2011 at 1:00 p.m.**

NOW, THEREFORE, BE IT RESOLVED that I, Jerry Ellis, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim the week of March 27 – April 2, 2011 as **Severe Weather Awareness Week** in Farmington Hills and encourage all residents, schools, and businesses to test their severe weather action plans to ensure the safety of everyone in our community.

Mayor Ellis presented the Proclamation to Fire Chief Bartsch and Deputy Fire Chief Bersche.

Fire Chief Bartsch said it was important that Farmington Hills and other cities educate residents about the different hazards that are associated with severe weather conditions. He noted that on March 30th, there will be a test of severe weather sirens. He encouraged people to take the opportunity to practice emergency plans that they have developed at schools, at home or at businesses.

PROCLAMATION RECOGNIZING MARCH AS “NATIONAL READING MONTH”:

Councilmember Oliverio read the following Proclamation recognizing March 2011 as National Reading Month.

**PROCLAMATION
National Reading Month
March 2011**

WHEREAS, the people of Farmington Hills stand firmly committed to promoting reading as the catalyst for our students’ future academic success; and

WHEREAS, educators in the Farmington Public Schools recognize that reading is vitally important in ensuring that students are prepared for America’s jobs of the future and equipped with the skills needed to compete in a global economy; and

WHEREAS, National Reading Month celebrates the importance of reading and encourages an appreciation for reading through various programs and special events organized by local schools, PTAs, and libraries; and

WHEREAS, community/school partnerships that promote an investment in education are vital to our community’s well being and long-term high quality of life.

NOW, THEREFORE, BE IT RESOLVED that I, Jerry Ellis, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim March 2011 as **National Reading Month** in the City of Farmington Hills and call upon our citizens to recognize the importance of reading in the education and leadership development of our young people.

Mayor Ellis presented the Proclamation to Tammy Luty, PTA president at Wood Creek Elementary School. Ms. Luty encouraged people to continue to read all year long, not just in March.

PRESENTATION OF THE 2010 ANNUAL BEAUTIFICATION COMMISSION REPORT BY CO-CHAIR NICK WASMER:

Nick Wasmer, co-chair of the Beautification Commission, provided their annual report for 2010. He outlined details regarding events from 2010, and the Commission's achievements. He spoke to their proposed events for 2011, and reviewed the Beautification Commission's goals for the coming year.

Mr. Wasmer noted the following:

- The Beautification Commission Annual Awards Ceremony, November 3rd at City Hall
- Because Farmington Hills is a "Tree City," and to continue the Tree City USA certification, the Beautification Commission will recognize Arbor Day on April 29
- The Commission is proud to hold the Regional Beautification Commission of Southeast Michigan luncheon in mid-June at the Longacre House

On behalf of the community, Mayor Ellis thanked Mr. Wasmer, and asked him to convey appreciation to all of the members of the Beautification Commission.

PRESENTATION OF THE 2010 ANNUAL HISTORIC DISTRICT COMMISSION REPORT BY CHAIR STEVE OLSON:

Mr. Olson explained that the Farmington Hills Historic District Commission (HDC) is charged with preserving historic districts and properties in the city, which reflect elements of the cultural, social, economic, political, or architectural history of the community. This seven member commission is comprised of residents of the City of Farmington Hills who have worked diligently over the past year to further this goal. He said their annual report documents their efforts during 2010. He thanked the following members and staff:

Commission Members

Steve Olson, Chair

Joan Barber, Vice-Chair

Bernard Ludwig, Secretary

Ruth Moehlman

Donna Smolinski

Michael von Steeg

Ken Weikal

Patti Nicholson, Staff Liaison

Planning Office

Mr. Olson spoke to the dedication, experience and long-term commitment of the members of the Historic District Commission, with several members being part of the original group that brought properties into the Historic District over 20 years ago. He applauded the foresight and leadership of the original group who formed the Historic District Commission years ago. Mr. Olson thanked Staff Liaison, Patti Nicholson, for all her assistance to the HDC.

Mr. Olson described the phrase, "This Place Matters," put forth by the National Trust for Historic Preservation campaign. He said this phrase is meant to emphasize what community is. He said this connects with the fact that the Farmington area was first settled 175 years ago, and there is a tremendous amount of resources in the area that are worth preserving as the community continues to develop. He said the HDC is a part of this community-building effort. He said to the HDC, the phrase "This Place Matters" means: "This building matters, it means something, and this is part of what our community is." Mr. Olson said the effort extends far beyond simply, "let's save this house," and is really about maintaining the community and making it a good place to live, work, and raise a family.

Mr. Olson presented a slide presentation, and noted how the HDC works with property owners who seek permission to make changes that affect their historic property. He summarized the process for properties to be included into the district, the required Commission review, Certificates of Appropriateness, Notices to Proceed, and qualification requirements, etc.

Mr. Olson spoke to the recent HDC review of The Cooney House on Fourteen Mile Road, and the request to demolish a structurally failing barn. He said following their review, the HDC issued a Notice to Proceed in this demolition.

Mr. Olson stated that properties continue to be brought into the Historic District, and he mentioned the 1930s Lambert Sellers Barn on Omenwood, near Ten Mile Road.

Mr. Olson reported that the Historic District Commission has installed historic markers throughout Farmington Hills in order to educate the public about historic resources and the recent survey markers for notation for repairs, etc.

The Historic District Commission received two applications for new historic markers:

- Historic District # 202 the Boorn-Halsted House, 28325 Halsted Road, approved, currently being cast.
- Historic District # 305 the Ely Stodgell House, 29240 Spring Street, currently under review.

Mr. Olson spoke to a new policy created by the HDC with the intention of being homeowner-friendly. He said they approved a policy that allows for staff to review limited exterior changes to historic structures and that the policy is a response to facilitate quicker review times for very basic projects.

Mr. Olson thanked the City Council on behalf of the Historic District Commission, and said they would continue to work toward making Farmington Hills a great community, anchored in the preservation of historic structures.

Mayor Ellis thanked Mr. Olson and said the City Council appreciated everything the Historic District Commission does for the community.

PRESENTATION OF THE 2010 ANNUAL PLANNING COMMISSION REPORT BY VICE CHAIR CHRIS MCRAE:

Chris McRae, Vice Chair of the Planning Commission, presented the 2010 annual Planning Commission report to City Council. He thanked the following people for their help to the commission over the past year and beyond:

Commission Members

James Orr, Chair	Christopher McRae, Vice-Chair	Mara Topper, Secretary
Susan Brams	Paul Blizman	Glen Fleischhacker
Joseph Mantey	Robert Mason	Elizabeth Rae-O'Donnell

John Young (Resigned May, 2010)
Edward Gardiner, Staff Liaison, Planning Office
Jeri LaBelle, Planning Secretary
Cindy Gray, Recording Secretary
Planning Consultants Rod Arroyo and Jill Bahm of Birchler Arroyo Planning Consultants

Mr. McRae said each year the Planning Commission updates the Capital Improvements Plan, which is a guide for City Council regarding prioritization of capital expenditures. He stated the cover of the report discusses some of the corridors that were developed out of the Master Plan, the document the Planning Commission adopted in January of 2009. He noted the many public outreach meetings held in 2010, borne out of the Master Plan process. He said the purpose of these meetings was to gather public input regarding implementation measures for the redevelopment of properties within each specific area under consideration.

Mr. McRae said in June of 2010, the Planning Commission began discussion relative to the development of the Conflicting Regulations Ordinance, to address the Michigan Medical Marijuana Act adopted by the residents of Michigan on November 4, 2008. The ordinance as proposed would prohibit land uses that are contrary to or in violation of local, state, or federal law. Mr. McRae said the Planning Commission recommended approval of this ordinance amendment on November 18, 2010.

Mr. McRae explained that the Planning Commission initiated an ordinance amendment to the Off-Street Parking section of the zoning ordinance to better reflect current industry standards. This amendment was consistent with recently adopted Master Plan goals of reducing unneeded parking areas within the community and encouraging redevelopment where appropriate. The Planning Commission recommended approval of this ordinance amendment on June 10, 2010, which was enacted by City Council on July 19, 2010.

Mr. McRae spoke to the general activity of site plan approvals and text amendments. He stated that over the next few months, the City Council would be seeing text amendments and overlays that would allow these areas to go forward and be ready when development begins again. He said the Planning Commission wants to be proactive and prepared.

Mayor Ellis thanked Mr. McRae for the report, and thanked the Planning Commission for their efforts.

EMERGENCY PREPAREDNESS COMMITTEE "TIP OF THE MONTH":

Councilmember Massey read the following tip of the month.

**EMERGENCY PREPAREDNESS COMMISSION
TIP OF THE MONTH
MARCH 2011**

This month the Farmington Hills Emergency Preparedness Commission is emphasizing knowledge and preparedness for tornado-related events.

In Michigan, most tornadoes occur in April, May, June and July, usually between 3 and 7 p.m. Oakland County ranks third highest in Michigan for the number of tornadoes. To alert residents when a tornado has been sighted, Oakland County has more than 200 outdoor warning sirens, nine of which are located in Farmington and Farmington Hills.

Oakland County activates the siren system either when radar indicates severe weather conditions are present or when an actual tornado or funnel cloud is sighted. Be aware that the sirens are only activated for these specific weather conditions, not for acts of terrorism, toxic spills or any other Civil Defense matters.

March is a good time for you and your family to have a tornado drill. You should have your 72-hour kit ready – including a battery operated radio – to take to your basement, or other designated area in your home.

Make the drill fun! Practice your drill as a family or household group. Go out for a treat afterwards. Give prizes to children who remember what to do. Praise everyone who participates.

For more information about tornado preparedness, and for answers to your emergency preparedness questions, to get your own free copy of the Farmington Hills Emergency Preparedness Handbook or for information on attending the Emergency Preparedness Commission meetings, please contact the City Clerk's Office at 248-871-2417.

Councilmember Massey noted the recognition of the Citizens Citations. He spoke to the message of the Emergency Preparedness Commission, which is an outreach to the citizens, and they emphasize that we all rely upon each other. He said when something happens prepared citizens can step in and actually make a difference in a life—which was demonstrated by the Citizens recognized at this meeting.

COMMISSION FOR ENERGY AND ENVIRONMENTAL SUSTAINABILITY “TIP OF THE MONTH”:

Councilmember Brickner read the following tip of the month:

**Farmington Hills/Farmington
Commission for Energy and Environmental Sustainability
Tip of the Month - March 2011**

Reducing consumption involves not just how much we buy and acquire day-to-day, it also involves paying more attention to what we have and what we need while trying to help conserve resources.

When you're buying:

- Choose products that are longer-lasting and potentially energy-saving over those that may be less expensive.
- Use the plastic bags in the produce department sparingly. They're unnecessary for most fruits and vegetables.
- If possible, avoid single-serving packages of food. Store your leftovers in reusable containers.
- Carry reusable shopping bags.

When you're at your desk:

- Buy recycled content paper.

- Get your name off the junk mail lists by contacting the Direct Marketing Association.
- If a publication is available on-line, consider reading it there instead of in paper format.
- Receive and pay bills on-line

When you're ready to eat:

- Buy organic.
- Try to avoid take-out lunches with wasteful packaging, bring your own lunch in a reusable container instead.
- Carry your own reusable mug to establishments that would ordinarily serve you a beverage in a disposable cup.
- Use tap water instead of bottled water.

These tips are just a few of the many steps you can take to reduce consumption and waste.

ADOPTION OF RESOLUTION IN SUPPORT OF THE STATE'S GOOSE ROUND UP AND NEST DESTRUCTION PROGRAM.

Mayor Pro Tem Bridges read the following resolution:

**RESOLUTION BY THE CITY OF FARMINGTON HILLS
IN SUPPORT OF PARTICIPATION IN CANADA GOOSE PROGRAMS**

RESOLUTION NO. R-35-11

WHEREAS, the City of Farmington Hills recognizes the need for a management plan regarding the Canada goose problem in our community;

WHEREAS, we are concerned about recent increases in the number of complaints in areas where the Canada goose population has settled and grown in number;

WHEREAS, property damage often involves landscaping and walkways, especially on golf courses and waterfront property, and Canada geese are a disease concern and negatively impact human health and safety;

WHEREAS, while the City has previously supported and approved proper geese management, the Department of Natural Resources and Environment (DNRE) now requests that the City Council approve participation in the DNRE Canada Goose Programs;

WHEREAS, the City Council approves the City's participation in both the Canada Goose Egg and Nest Destruction and the Round Up/Translocation Programs;

WHEREAS, while the City realizes that the geese may be relocated within the State or killed, participation in the program is approved for five years from 2011 through 2016.

NOW, THEREFORE, BE IT RESOLVED that the City of Farmington Hills supports participation in the DNRE Canada Goose Programs in an effort to implement goose population management strategies that will alleviate damage to local property and diminish public health concerns.

MOTION by Oliverio, support by Bruce, that the City Council of the City of Farmington Hills hereby adopts the resolution in support of the State's Goose Round Up and Nest Destruction Program:

MOTION CARRIED 7-0

CORRESPONDENCE:

Mayor Ellis said a letter was received from Janice Gerich, thanking staff for helping her with an energy tax incentive for the purchase of their energy efficient furnace. Mayor Ellis said that was under a grant received from the federal government allowing the city to make the funds available to residents seeking to increase the energy efficiency of their homes. He noted that the grant money has been utilized, and he did not foresee more in the near future.

CONSENT AGENDA:

MOTION by Oliverio, support by Massey, to approve items No. 16 – 19 as published.

Roll Call Vote:

Yeas: BATES, BRICKNER, BRIDGES, BRUCE, MASSEY, ELLIS AND OLIVERIO
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0

MOTION by Brickner, support by Bates, to approve items No. 20 and 21 as published.

Roll Call Vote:

Yeas: BATES, BRICKNER, MASSEY, ELLIS AND OLIVERIO
Nays: NONE
Absent: NONE
Abstentions: BRIDGES and BRUCE

MOTION CARRIED 5-0-2

MOTION by Brickner, support by Massey, to approve item No. 22 as published.

Roll Call Vote:

Yeas: BATES, BRICKNER, BRIDGES, BRUCE, MASSEY, AND ELLIS
Nays: NONE
Absent: NONE
Abstentions: OLIVERIO

MOTION CARRIED 6-0-1

PUBLIC QUESTIONS AND COMMENTS:

Jessie Boyd, past president of the Farmington Area Jaycees, said the Jaycees have been in the area since the 1940s. She said they are a leadership development organization and focus on people ages 21 to 40,

who seek to do community service and develop their leadership skills. Ms. Boyd noted these upcoming Jaycee projects:

- Friday, April 1st, a 'TGIF' Thank Goodness it's Friday, at Drakeshire Lanes at 7 p.m.
- Jaycee board meeting, Monday, April 4th
- Annual Spring Egg Hunt, Sunday, April 17th; a free event at Heritage Park, with registration starting at 1:30; on-line registration is available at www.fajaycee.org. The Bunny arrives at 2 p.m. on a fire truck

COUNCIL MEMBER'S COMMENTS AND ANNOUNCEMENTS:

Councilmember Bates said she was sorry to report that Jan Dolan's son recently passed away. She said Ms. Dolan has been a long-time public servant, a former Mayor of Farmington Hills and a former State Representative.

Councilmember Bates said she was also sorry to report that Jean Fox passed away. She said Ms. Fox was a former Mayor of Farmington Hills, and an accomplished writer and historian of the Farmington area.

Councilmember Massey noted the following:

- He was the recent master of ceremonies of the Farmington Hills Recreations Divisions Spring Evening of Dance. He commented about the dance event for local youths.
- He attended a reading event for a group of 6th graders at the Power Upper Elementary School. He said he read from the book, "*My Side of the Mountain*."
- An upcoming six-session event called Emergency and Disaster Response Training; from March 28 through May 2nd, 2011.
- For those interested in learning more about severe weather, there is a free 2-hour Sky Warn program available at the Costick Activities Center on April 21, 2011, from 7 – 9 p.m.
- A controlled substance 'take back' initiative on April 30th, 2011, from 10 a.m. – 2 p.m. at the Farmington Hills Police Department, for safe disposal of prescription drugs.

Councilmember Brickner commented that several City Councilmembers were recently in Washington D.C. for the National League of Cities meeting. He said they learned a lot at the meeting, and lobbied senators and congressmen to maintain Community Development Block Grant money for the city. He said there has been talk about reducing the Community Development Block Grant money, which helps to fund community projects such as sidewalks, HAVEN, home rehabilitation, etc.

Councilmember Brickner said while in Washington, he and Dr. Massey also looked into D Block, a part of the spectrum that goes toward broadband communication and transmission for police and firefighters and between departments. He said Senator Levin was supportive of the D Block, and was hopeful it would pass this year. He said this would designate a block of broadband for local first responders. He recalled the lack of communication interoperability during the crisis of September 11th, and said the D Block would help to prevent communication problems from happening again.

CITY MANAGER UPDATE:

City Manager Brock spoke on issues regarding hockey and the city's ice arena, commenting that Special Services Director Boyer and staff member Brian Moran do a great job running the Ice Arena.

PUBLIC HEARING:

PUBLIC HEARING AND CONSIDERATION OF INTRODUCTION OF AN ORDINANCE AMENDING THE CITY CODE, CHAPTER 34, "ZONING;" ARTICLE I, SECTION 34-3, "DEFINITIONS;" ARTICLE XXIV, SECTION 599, "HEIGHT LIMIT;" AND TO AMEND THE ZONING MAP (ZONING TEXT AND MAP AMENDMENT 1, 2011).

Planning Director Countegan introduced the proposed Ordinance amendment, which would add a new Freeway Redevelopment Overlay Zoning District, FWR-1, to the Zoning Ordinance. The Planning Commission has been working on various overlay districts as a part of their overall implementation of the city's Master Plan. He said this concept was originally identified with the Master Plan approved in January of 2009. A map was shown of the area affected by the text amendment and the zoning change. He said this is between I-275 and Haggerty Road, just north of Nine Mile Road, up to the interchange area.

Mr. Countegan said the idea of the change was to encourage development and redevelopment of the area so Farmington Hills maintains its financial sustainability and vitality. The Ordinance amendment includes a greater intensity of land use, utilizes taller buildings and adds flexibility and development standards within the overlay district. Mr. Countegan said at the February 17, 2011, Public Hearing, the Planning Commission recommended approval after lengthy study and public outreach. He said the report contains previous actions identified by the Planning Commission, such as a Public Hearing and stakeholder meeting sponsored by Mahle Industries. He noted several public outreach meetings in the summer of 2010; and the formal public notification process that was in conformance with state and local requirements.

Mayor Ellis commented that including photographs within the Zoning Ordinance amendment information was very helpful.

Mr. Countegan noted that the Planning Commission, the Planning Consultant and the Planning Department staff have all done very good job with regarding to this matter.

Planning Consultant Arroyo provided highlights of the proposed Ordinance amendment, which included definitions and design standards and the use of the Planned Unit Development (PUD) process. Mr. Arroyo spoke to the uniqueness of the idea behind the overlay district. He said with this Ordinance in place, and the map amendment, it is immediately applied to the properties, with different levels of application. He noted the following details regarding the proposed Ordinance:

- The underlying zoning remains in place after the overlay district is placed over the district
- All the uses and setbacks associated with the district continue
- All of the properties within that overlay district now have a maximum height limit of 50 feet
- Most of the other provisions of the overlay district would be allowed through the PUD process

Mr. Arroyo said if an applicant chose to seek a more intensive development option, they would seek that out through the PUD process.

Planning Consultant Arroyo reviewed the new proposed definitions, to clarify some of the terms and concepts being brought forward with the amendment. Mr. Arroyo described the following:

- The concept of defining the building base, building middle and building top
- The Planning Commission's desire that potential buildings be placed in context with the surrounding area
- The zero front-yard setback pattern and storefront design, to be more creative and allow for potential types of economic development that do not currently exist in Farmington Hills or southeast Michigan

- The appearance use and contextual standards for buildings that exceed 50 feet (which would require the PUD process)
- The potential for multiple-family residential uses
- Treating accessory structures differently, particularly parking garages, off-street parking and landscape requirements
- Sustainable design requirements (if exceeding 50 feet in height, specific requirements have to be incorporated into the PUD agreement, including Best Management Practices in regarding to storm water management, LEED certifiable at silver level, or equivalent standard of a similar rating agency); pedestrian access and bicycle paths

Mr. Arroyo spoke to the zero front-yard setback pattern. He said that requires the placement on an urban street, which requires the development of an internal street that would provide for that setback pattern.

Mr. Arroyo said the Planning Commission was currently working on two additional freeway redevelopment areas.

Public Hearing: Mayor Ellis opened the Public Hearing for comment. Mayor Ellis closed the Public Hearing as there were no requests to speak from the public.

MOTION by Bruce, support by Bridges, to approve the introduction an ordinance amending the City Code, Chapter 34, "Zoning;" Article I, Section 34-3, "Definitions;" Article XXIV, Section 599, "height limit;" and to amend the Zoning map (Zoning Text and map amendment 1, 2011).

Mayor Ellis commented that the Ordinance amendment was very creative, and he liked the concept. He said several businesses in the area have indicated their desire to pursue LEED certification, and this amendment will help them and hopefully facilitate rejuvenation of the entire area.

Mayor Pro Tem Bridges complimented the Planning Commission and Planning Consultant Arroyo for their work and effort. He thought it was clear that they have exercised care and consideration for this unique concept.

Roll Call Vote:

Yeas:	BATES, BRICKNER, BRIDGES, BRUCE, MASSEY, ELLIS AND OLIVERIO
Nays:	NONE
Absent:	NONE
Abstentions:	NONE

MOTION CARRIED 7-0

NEW BUSINESS:

CONSIDERATION OF APPROVAL OF POLICY FOR THE DEPARTMENT OF SPECIAL SERVICES FOR PAID SPONSORSHIP OF EVENTS, NAMING RIGHTS AND ADVERTISING. CMR 3-11-14

Special Services Director Boyer emphasized the importance of allowing sponsorship of events, naming rights and advertising, describing how these options generate alternative funding and ways to help off-set some costs of programs and facilities. He said the City Attorney has been consulted in the creation of the

policy, and it was presented for City Council consideration at a study session on February 28th. He noted that the current policy before City Council included their recommendations from that study session.

Mr. Boyer advised the policy is a much-needed tool by the Department of Special Services to make sure when they address the public or potential donors or sponsors that a procedure and policy be in place so that all request and inquiries are handled in the same manner.

Mayor Ellis noticed that the policy referred to the set-up of a list of facilities. Mr. Boyer said the City Council could determine the list, or the Department could submit recommendations to City Council.

MOTION by Bridges, support by Massey, to approve the Policy for the Department of Special Services for paid sponsorship of events, naming rights and advertising.

Councilmember Massey commented that the intent of the policy was good. He acknowledged correspondence received by City Council regarding concern over paid sponsorship for naming rights. He emphasized that the purpose was for brochures, events and support for events, and so forth.

Discussion took place regarding naming rights issues and scenarios.

Councilmember Bates inquired about any protection or provisions in the policy regarding requests for naming rights.

City Attorney Joppich said the policy includes provisions for granting rights at the sole discretion of City Council. Also, the policy includes a provision for removal wherein if circumstances change and give reason to the city for not wanting the property named after whatever individual or entity it is named after (i.e. if it no longer met the guidelines and requirements of the policy.)

Councilmember Massey said this policy was very positive and allows for a mechanism by which people can be acknowledged.

Councilmember Bruce said the policy was very comprehensive and well written.

Motion carried 7-0.

Mr. Boyer said he was happy to report that repairs at the pool at the Costick Activities Center were close to completion and that it would re-open April 4th, 2011.

CONSIDERATION OF APPOINTMENTS TO VARIOUS CITY BOARDS AND COMMISSIONS:

MOTION by Oliverio, support by Bates, to confirm the Mayor's recommendation to appoint the following individuals to various city boards and commissions:

<u>Board/Commission</u>	<u>Name</u>	<u>Term Expiration</u>
Farmington Community Library	Camilla Liebold	February, 2015
Planning Commission	Steven Schwartz	February, 2014
Historical Commission	Lee Cox	February, 2014

MOTION CARRIED 5-0

CONSENT AGENDA:

RECOMMENDED APPROVAL OF SETTING THE PUBLIC HEARING DATE OF APRIL 25, 2011, FOR PUBLIC INPUT ON THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) PROJECTED USE OF FUNDS FOR 2011/2012 AND THE FIVE-YEAR CONSOLIDATED PLAN.

MOTION by Oliverio, support by Massey, to approve setting the public hearing date of April 25, 2011, for public input on the Community Development Block Grant Program (CDBG) projected use of funds for 2011/2012 and the Five-Year Consolidated Plan.

Roll Call Vote:

Yeas: BATES, BRICKNER, BRIDGES, BRUCE, MASSEY, ELLIS AND OLIVERIO
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0

RECOMMENDED APPROVAL OF EXTENSION OF CITY AUDIT CONTRACT WITH PLANTE & MORAN FOR AUDITS THROUGH THE YEAR 2013, FOR AMOUNTS NOT TO EXCEED \$111,335.00, ANNUALLY FOR THE CITY AUDIT; AND \$11,261.00, ANNUALLY FOR THE RETIREMENT SYSTEM AUDIT. CMR 3-11-13

MOTION by Oliverio, support by Massey, to approve the extension of City Audit Contract with Plante & Moran for audits through the year 2013, for amounts not to exceed \$111,335.00, annually for the city audit; and \$11,261.00, annually for the Retirement System audit. CMR 3-11-13

Roll Call Vote:

Yeas: BATES, BRICKNER, BRIDGES, BRUCE, MASSEY, ELLIS AND OLIVERIO
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0

RECOMMENDED APPROVAL OF A SPECIAL EVENT PERMIT FOR THE ANGELA HOSPICE 5K AND 10K BENEFIT RUN ON SUNDAY, AUGUST 14, 2011.

MOTION by Oliverio, support by Massey, to approve of a Special Event Permit for the Angela Hospice 5K and 10K Benefit Run on Sunday, August 14, 2011.

Roll Call Vote:

Yeas: BATES, BRICKNER, BRIDGES, BRUCE, MASSEY, ELLIS AND OLIVERIO
Nays: NONE

Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0

RECOMMENDED APPROVAL OF A SPECIAL EVENT PERMIT FOR PROSW, D/B/A TWO MEN AND A TRUCK AND KROGER STORE #619, FOR A CLOTHING DRIVE ON MAY 4, 2011.

MOTION by Oliverio, support by Massey, to approve a Special Event Permit for PROSW, d/b/a Two Men and a Truck and Kroger Store #619, for a clothing drive on May 4, 2011.

Roll Call Vote:

Yeas: BATES, BRICKNER, BRIDGES, BRUCE, MASSEY, ELLIS AND OLIVERIO
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0

RECOMMENDED APPROVAL OF THE CITY COUNCIL MEETING MINUTES OF FEBRUARY 28, 2011.

MOTION by Brickner, support by Bates, to approve of the City Council meeting minutes of February 28, 2011, as published.

Roll Call Vote:

Yeas: BATES, BRICKNER, MASSEY, ELLIS AND OLIVERIO
Nays: NONE
Absent: NONE
Abstentions: BRIDGES and BRUCE

MOTION CARRIED 5-0-2

RECOMMENDED APPROVAL OF THE CITY COUNCIL STUDY SESSION MEETING MINUTES OF FEBRUARY 28, 2011

MOTION by Brickner, support by Bates, to approve of the City Council study session meeting minutes of February 28, 2011, as published.

Roll Call Vote:

Yeas: BATES, BRICKNER, MASSEY, ELLIS AND OLIVERIO
Nays: NONE
Absent: NONE
Abstentions: BRIDGES AND BRUCE

MOTION CARRIED 5-0-2

RECOMMENDED APPROVAL OF THE JOINT FARMINGTON HILLS/FARMINGTON CITY COUNCIL STUDY SESSION MINUTES OF MARCH 7, 2011.

MOTION by Brickner, support by Massey, to approve of the joint Farmington Hills/Farmington City Council study session meeting minutes of March 7, 2011, as published.

Roll Call Vote:

Yeas: BATES, BRICKNER, BRIDGES, BRUCE, MASSEY, AND ELLIS
Nays: NONE
Absent: NONE
Abstentions: OLIVERIO

MOTION CARRIED 6-0-1

CONSENT ITEMS FOR DISCUSSION:

None.

ADDITIONS TO THE AGENDA:

The attorney's report was accepted with no revisions.

ADJOURNMENT:

There being no further business, Mayor Ellis adjourned the regular City Council meeting at 9:00 p.m.

Respectfully submitted,

Kathryn A. Dornan, City Clerk

/cdg

POLICY REGARDING SPONSORSHIP OF
EVENTS, NAMING RIGHTS, AND ADVERTISING
(Amended and Restated as of _____, 2025)

I. Purpose

The purpose of this policy is to provide guidance to the City Administration regarding proposals and requests for both private sponsorship of City events and for City co-sponsorship of, participation in, or assistance with private events or organizations in the community, and to also govern the purchase of naming rights and advertising space in City communications in order to support, coordinate, and manage the process to ensure consistency and uniformity in such matters.

II. Sponsorships of Events or Activities

A. Meaning of Sponsorship for Purposes of this Policy

A sponsorship is an agreement between an individual, or a private, non-profit or other entity and the City to provide monetary or in-kind services to an event or activity in the City in exchange for the opportunity to leverage their respective branding as agreed upon (i.e. mentions in press releases, signs, digital media, newsletters, guides, brochures, programs, etc.).

B. Categories

There are two types of events/activities for which sponsorships are available under this Section II:

1. A “City Event” is a City event or activity that is organized, managed, budgeted for and at least partially funded by the City, but with an opportunity for sponsors to contribute monetary donations and/or in-kind donations or services to off-set the costs, such as provision of food and beverages, in exchange for the opportunity to leverage their respective branding as agreed upon (e.g., mentions in press releases, signs, digital media, newsletters, guides, brochures, programs, etc.); and
2. A “Co-Sponsored Event” is a co-sponsored event or activity where the City and one or more private or other non-City sponsor provide roughly equal value to the event in exchange for the opportunity to leverage their respective branding as agreed upon (e.g., mentions in press releases, signs, digital media, newsletters, guides, brochures, programs, etc.)

C. Terms and Conditions

1. All sponsorships must be clearly documented through a contract that complies with the following minimum requirements and is approved by the City in the manner provided under Subsections 3 and 4 below.
 - a. For a City Event, an individual or entity must request in writing to become a sponsor of the event and provide documentation of the monetary donations and/or in-kind donations or services to be provided. All sponsors must sign a sponsorship agreement outlining the details of the donations or services provided and such other terms as may be deemed appropriate or necessary by the City, which agreement is subject to the approval pursuant to subsection 3 below. In exchange, the City will acknowledge the private sponsor in advertising and promotions materials for the event, as approved by the Communications and Community Engagement Manager through established advertising standards and guidelines or on an individual basis.
 - b. For a Co-Sponsored Event, an individual or entity must request in writing to co-sponsor the event and describe the nature and extent of the proposed co-sponsorship. The City Department involved with the event and the sponsor will cooperatively plan for the event and make all provisions. The parties may coordinate advertisement and promotion of the event. Any individual or entity seeking to co-sponsor an event must sign a sponsorship agreement that details the nature of the co-sponsor's contributions to be made, outlines advertising arrangements and the duties and authority of the co-sponsor, and contains such other terms as may be deemed appropriate or necessary by the City , which agreement is subject to the approval pursuant to subsection 3 below.
2. All promotions and advertising of City Events and Co-Sponsored Events shall be submitted to the City Communications Department for review and approval, including, without limitation, that the promotional material and advertisements comply with this Policy. The following shall be prohibited from inclusion in promotional material and advertisements for City Events and Co-Sponsored Events, and failure to comply may result in the City, in its discretion, terminating the agreement

described under Section 1 above, cancelling the event, and withdrawing its support for the event:

- a. Profane, vulgar, or obscene content;
 - b. Sexual content or links to sexual content;
 - c. Content not related to the event;
 - d. Content that constitutes, condones, encourages, promotes, fosters, or perpetuates discrimination, hatred, or hate crimes on the basis of race, creed, color, sex, national origin, religion, age, sexual orientation, gender identity, marital status, or mental or physical disability;
 - e. Defamatory or personal attacks;
 - f. Threats to harm or injure any person or organization;
 - g. Conduct or content in violation of any federal, state, or local law;
 - h. Encouragement of illegal activity;
 - i. Content that is misleading, deceptive, or fraudulent or that grossly exaggerates or makes unwarranted claims;
 - j. Information that may tend to compromise the safety or security of the public or public facilities or systems;
 - k. Advertising relating to pornography, gambling, firearms, alcohol, tobacco, or cannabis; or
 - l. Content that violates a legal ownership interest, such as a copyright, patent, or trademark, of any party.
3. All sponsorship agreements must be approved as follows:
- a. By the Director of the City Department involved with the event or their designee, if the agreement involves in-kind services provided by the private sponsor and/or a monetary donation of \$25,000 or less, provided the Director provides notice to the City Manager of same; or
 - b. By the City Manager and Department Director, or their designee(s), if the agreement involves a monetary donation of more than \$25,000.
4. The sponsorship agreement must be completed to ensure the donation is tracked by the Department involved with the event or activity. Upon written request of a sponsor, its payment for the sponsorship may be made to and through the Friends of the Parks nonprofit corporation or, if approved by the City Manager, such other 501(c)(3) charitable corporation or foundation organized for purposes of fundraising to support City parks and recreation programs and services.

6. This policy is not intended to create a right for any person or entity to be approved as a sponsor or co-sponsor of any event or activity, or an obligation, promise, or commitment on the part of the City to approve them as a sponsor or co-sponsor. The City maintains full discretion and reserves the right to reject, deny, or refuse, for any reason or no reason at all, any request to sponsor or co-sponsor an event or activity.
7. The City reserves the right to terminate a sponsorship or co-sponsorship relationship where continuation of the relationship would bring the City into disrepute or no longer conform with the terms, conditions, or provisions of this policy.

III. Naming Rights

- A. The following definitions are for purposes of this Section III, only:

Naming Rights – The rights granted by City Council to an individual, family, private business, or corporation the City Council to name a fixed asset facility of the City in return for cash or other revenue support for a specified period of time.

Facility/Facilities – City buildings (including interior and exterior spaces), sports fields, open spaces, parks, playgrounds, shelters, sport courts, trails, park benches, water fountains, flowerbeds, public art, sports equipment, brick pavers, decorative walls, and other facilities of the City.

- B. Procedure, Terms and Conditions

1. An individual or entity seeking to purchase naming rights must submit a written proposal to City Council including a plan for display of the name of the individual or entity, which must comply with the City of Farmington Hills Code provisions applicable to signs and this policy.
2. City Council will consider proposals for naming rights in its sole discretion on a case-by-case basis.
3. In granting naming rights, regard will be given to the need to maintain an appropriate balance between commercial considerations and the City's stewardship role for the public parks and recreation facilities.

4. The naming rights shall be for a specified fixed term to be negotiated on a case-by-case basis.
5. If an entity changes its name, the naming right may be changed to reflect the new name by mutual agreement; however, the cost to change the name of the sign shall be the responsibility of the entity requesting the change.
6. The proposed name and naming rights purchaser must support the image and values of the City of Farmington Hills and the community. In general, the following industries and products are not eligible for naming rights: religious and political organizations; and companies whose business is involved to a material degree in the sale of alcohol, tobacco, firearms, pornography, gambling, cannabis, cannabis products, or lewd and lascivious behavior.
7. The City of Farmington Hills shall not relinquish to the purchaser any aspect of their right to manage and control the facility being named.
8. Proceeds received from the naming rights sale are to be used in the following manner: (a) capital improvements to the City Parks and Recreation system; and (b) funding of City programs and services.
9. The granting of naming rights must not result in additional cost to the City of Farmington Hills.
10. Naming rights may be renewed by mutual agreement with the purchaser and City Council.
11. The purchaser of naming rights may revoke the naming rights at any time with the understanding that no refund or reduction of their financial commitment will occur.
12. The City of Farmington Hills reserves the right to terminate naming rights where continuation of the relationship would bring the City into disrepute or no longer conform with the terms, conditions, or provisions of this policy.
13. This policy is not intended to create a right for any person or entity to be granted naming rights on facilities, or an obligation, promise or commitment on the part of the City to grant such rights. The City Council maintains full discretion and reserves the right to

reject for any reason, or no reason at all, any request to purchase naming rights.

14. The City maintains full discretion and reserves the right to name any facility in memorial to individuals without costs to any individual or entity making said naming request. The City reserves the right to name a facility in memorial to an individual upon the suggestion of City Council or the City Manager, or upon the request of an individual or entity.
15. A naming rights agreement must be executed for the granting of the naming rights consistent with the terms and conditions set forth in this policy and containing any other terms as may be deemed necessary or appropriate by the City.

IV. Advertising in City Publications

A. General

The City acknowledges the individual and corporate significance of advertising within the community. On that basis, the City will allow certain limited advertising in City publications and the electronic sign in the main lobby of the Hawk under certain restrictions and conditions. All individuals and entities seeking to advertise must sign an Advertising Agreement and pay all applicable fees.

B. Guidelines

1. Advertising opportunities are extended to any local, national or international business, non-profit company and government agency that has or wishes to have a presence in the City of Farmington Hills and meets the terms, conditions, requirements and restrictions of this policy.
2. As advertising space is limited, contracts will be considered on a first-come, first-served basis.
3. All ad guidelines regarding sizing, art resolution shall be adhered and shall be in harmony with decency and good taste in the community. The City of Farmington Hills maintains full discretion and reserves the right in its sole discretion to reject any ad for any reason.
4. No ads related to politics or religion will be accepted.

5. No content or illustrations that are sexually suggestive, salacious or indecent or contrary to the family-oriented audience will be accepted.
6. No advertisements that contain attacks of a personal, racist, sexist, political or religious nature will be accepted.
7. No advertising that is misleading, deceptive or fraudulent or that grossly exaggerates or makes unwarranted claims will be accepted.
8. No language that attempts to encourage the violation of any law, regulation or ordinance will be accepted.
9. Advertisements shall comply with the restrictions set forth in Section II.C.2 of this policy.
10. All advertisements shall be subject to the review and approval of both the Department issuing or managing the publication or other location of the advertisement and the Department of Communications and Community Engagement, and the City reserves the right in its sole discretion to refuse any advertisement from organizations or companies that offer programs, events and/or facilities that compete with City programs, facilities or events, or advertisements that do not comply with this policy. Priority is given to past customers and to advertising that offers services not already offered by the City.
8. The advertiser and its agency must each represent and warrant in writing that they are fully authorized and licensed to use: (1) the names, portraits and pictures contained in the ad; (2) any copyrighted or trademarked materials in the ad; and (3) any testimonials contained in any advertisement submitted. The advertiser and its agency must, in writing, warrant that such advertisement is neither libelous nor defamatory, an invasion of privacy, or otherwise harmful to any third party. The advertiser and its agency must, in writing, each agree to indemnify and save harmless the City of Farmington Hills, its elected and appointed officials, its employees, agents, contractors and representatives against all losses, liability, damages and/or expenses arising from the copying, printing or publishing of any such advertisement, including, but not limited to, attorneys fees.
9. Any advertisement shall be subject to the following disclaimer in the publication: Advertisement herein does not constitute the City's endorsement of any individual, corporation or business or

any products or services of any individual, corporation or business, nor does it entitle any individual, corporation or business to use the City's name, logo, mark or trademark in any form or for any purpose without prior written approval of the City.

10. The City shall not be responsible for any damage caused by acts of god, fires, strikes, accidents or other occurrences beyond the control of the publisher or the City.
11. Advertising rates shall be established by the City Department issuing or managing the publication or other location of the advertisement and such Department reserves the right to revise advertising rates at any time. However, rate increases will not affect existing advertising agreements.

Adopted by City Council Per Resolution No. R-37-11 on March 28, 2011. Amended and restated by City Council Per Resolution No. R-__-25 on _____, 2025.

AGENDA
CITY COUNCIL MEETING
MARCH 3, 2025 – 7:30PM
CITY OF FARMINGTON HILLS
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
Telephone: 248-871-2410 Website: www.fhgov.com
Cable TV: Spectrum – Channel 203; AT&T – Channel 99
YouTube Channel: <https://www.youtube.com/user/FHChannel8>

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

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

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

REGULAR SESSION MEETING

CALL REGULAR SESSION MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

1. Approval of regular session meeting agenda
2. Proclamation recognizing [Tom Negoshian](#)
3. Proclamation recognizing [March 2025 as Women’s History Month](#)

ANNOUNCEMENTS/PRESENTATIONS FROM CITY BOARDS, COMMISSIONS AND PUBLIC OFFICIALS

4. Presentation of Historic District Commission 2024 Annual Report. [CMR 3-25-31](#)

CORRESPONDENCE

CONSENT AGENDA - (See Items No. 7-10)

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

CONSENT AGENDA ITEMS FOR DISCUSSION

COUNCIL MEMBERS’ COMMENTS AND ANNOUNCEMENTS

CITY MANAGER UPDATE

PUBLIC HEARING:

5. Public hearing and consideration of Planned Unit Development 2, 2024 including Site Plan 56-8-2024, Mulberry Park and The Tabernacle Multi-Family Housing, located on 13 Mile Road, west of Middlebelt Road. [CMR 3-25-32](#)

UNFINISHED BUSINESS:

6. Consideration of amendment to Planned Unit Development 2, 2021, including Revised Site Plan 59-5-2022, Villas at Pebble Creek (Sarah Fisher), located at 27400 Twelve Mile Road. [CMR 3-25-33](#)

CONSENT AGENDA:

7. Recommended approval of [Use of City Facilities Policy](#) amendments.
8. Recommended approval of award of proposal for the development of the City's Branding Guidelines to Destination by Design in the amount of \$70,000. [CMR 3-25-34](#)
9. Recommended approval of City Council [study session meeting minutes](#) of February 24, 2025.
10. Recommended approval of City Council [regular session meeting minutes](#) of February 24, 2025.

ADDITIONS TO AGENDA

PUBLIC COMMENTS

Limited to three (3) minutes.

CITY ATTORNEY REPORT

ADJOURNMENT

Respectfully submitted,

Carly Lindahl, City Clerk

Reviewed by:

Gary Mekjian, City Manager

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



PROCLAMATION
Recognizing Tom Negoshian
March 3, 2025

- WHEREAS,** Tom Negoshian has dedicated an extraordinary 43 years to coaching in Farmington Public Schools, leading not only boys' basketball, but also coaching girls' basketball, track and field, and football; and,
- WHEREAS,** he served as a teacher in Farmington Public Schools for 37 years, bringing the same dedication to the classroom that he did to the court and field; and,
- WHEREAS,** during his 55-year coaching career, working with athletes from junior high to the collegiate level, Coach Negoshian has impacted well over 1,000 students, instilling in them the values of discipline, teamwork and perseverance; and,
- WHEREAS,** beyond his coaching duties, his unwavering commitment to youth development and community engagement has positively impacted students and families in our city, including through founding programs such as "Athletes Against Drugs" in Farmington Public Schools; and,
- WHEREAS,** in recognition of his outstanding contributions to high school basketball and the broader community, Coach Negoshian was recently inducted into the Basketball Coaches Association of Michigan Hall of Fame; and,
- WHEREAS,** Coach Negoshian's wife Kathy has continued to support his passion through more than 50 years of marriage, and his sons, Ryan and Todd, carry on their father's legacy, following in his footsteps as varsity coaches.

NOW, THEREFORE, I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby honor **Tom Negoshian** for the profound impact he has had on the Farmington Hills community and beyond and thank him for his lifelong commitment to shaping youth and strengthening our community.

A handwritten signature in cursive script, reading "Theresa Rich".

Theresa Rich, Mayor



**PROCLAMATION
Women's History Month
March 2025**

WHEREAS, throughout history, extraordinary women of every race, class, ethnicity and socioeconomic background have made significant contributions to our nation in countless ways, both recorded and unrecorded; and,

WHEREAS, through leadership, ingenuity and hard work, generations of women have made significant contributions in science, medicine, technology, business, politics, entrepreneurship, arts and culture, and the military; and,

WHEREAS, women worked to secure their own rights of suffrage and equal opportunity, and played vital roles in the abolitionist, emancipation, civil rights and industrial labor movements, as they worked to create a more just and fair society for all; and,

WHEREAS, women play critical economic, cultural, and social roles in our society and constitute a significant portion of the labor force working both inside and outside the home; and,

WHEREAS, as we venture into the future, gender will be no obstacle to what women can accomplish as they open new doors, embrace innovative ideas, and continue to create a profound and positive impact on our society and community.

NOW, THEREFORE, BE IT RESOLVED that I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim March 2025 as **Women's History Month** in Farmington Hills, and call upon our citizens, public and private institutions, businesses and schools to celebrate the history and achievements of the countless women who have helped to promote a more equitable society and have created possibilities for generations of women to come.

A handwritten signature in black ink, appearing to read "Theresa Rich", is written over a horizontal line.

Theresa Rich, Mayor



**CITY MANAGER'S REPORT TO
MAYOR AND COUNCIL**

DATE: March 3, 2025

DEPT: Planning and Community Development

RE: Historic District Commission 2024 Annual Report

ADMINISTRATIVE SUMMARY:

The Historic District Commission is forwarding their 2024 Annual Report for review and acceptance by City Council.

City ordinances require that the Historic District Commission prepare and present an annual report to both the Planning Commission and City Council summarizing the Commission's activities in the prior year. The Planning Commission will have a presentation of the report for acceptance at their March 20, 2025 meeting.

Historic District Commission Secretary, Alec Thomson, will be in attendance to present the report.

The 2024 Annual Report will be forwarded to the State Historic Preservation Office to comply with Certified Local Government Program requirements.

RECOMMENDATION:

Resolve to ACCEPT the Historic District Commission 2024 Annual Report.

ATTACHMENTS:

- Historic District Commission 2024 Annual Report

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Prepared by:	Erik Perdonik, AICP, City Planner
Department Approval:	Charmaine Kettler-Schmult, Director
Executive Approval:	Gary Mekjian, P.E., City Manager



Historic District Commission

CITY OF FARMINGTON HILLS HISTORIC DISTRICT COMMISSION 2024 ANNUAL REPORT

The City of Farmington Hills Historic District Commission is charged with preserving historic districts within the City that reflect elements of the architectural, cultural, economic, political, or social history of the community. This seven (7)-member commission is comprised of City residents working diligently over the past year to further this goal. This report summarizes the Commission's activities in 2024.

2024 Commission Membership

Marleen Tulas, Chair
Ken Klemmer, Vice Chair
Alec Thomson, Recording Secretary
James Paulson
John Trafelet
Steve Olson
Emily Howard

City Staff Liaison: Kris Canty, Staff Planner
City Council Liaison: Valerie Knol, Councilperson

2024 Historic District Commission Goals, Objectives, and Initiatives

- Continue to update the "Blue Book," the City's official guide to its Historic Districts, for accuracy and comprehensiveness.
- Continue collaboration between the Historic District Commission and City's Department of Public Works in implementing the cemetery preservation plan, including additional monument cleaning, and resetting.
- Spicer House Preservation Plan
- Host a Preservation Workshop open to the public.
- Identify properties within city for possible inclusion in Historic District
- Assist with the development of the Sarah Fisher Site.

2025 Historic District Commission Goals, Objectives, and Initiatives

- Assist with the development of the Sarah Fisher Site.
- Host Educational and Social Gatherings open to the public.
- Identify properties within city for possible inclusion in Historic District
- Continue collaboration between the Historic District Commission and City's Department of Public Works in implementing the cemetery preservation plan, including additional monument cleaning, and resetting.
- Continued assistance with ongoing restoration and repair of the Spicer House exterior.

Historic District Commission Meetings

In 2024, the Historic District Commission held ten (10) regular meetings; meetings in July and October were cancelled due to lack of business.

Review of Work Within Historic Districts

Certificates of Appropriateness are granted for a project which meets the United States Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, as set forth in Title 36 of the Code of Federal Regulations, Part 67, as amended.

Certificates of Appropriateness

In 2024, seven (7) Certificates of Appropriateness were issued for work within the following districts:

Historic District Site No. 514 – The James F. Cain House – 26135 HOLLY HILL DRIVE

Site Overview

A four-square design with Colonial Revival details, this small “estate” house with sidewalks to other early models was located prominently in Pasadena Park subdivision. This house is typical of a 1925 luxury design. Economic conditions of the Great Depression halted the development of the subdivision until after World War II so no more models like this were constructed.



James F. Cain, the builder and developer of Pasadena Park lived here with his wife Genevieve and three children for about ten years. Hollywood Drive became Holly Hill when Pasadena Park was reorganized. Other unusual features are the basement, which was constructed of brick, and the Pewabic tile in the upstairs bathroom.

Certificate of Appropriateness 24-1

The Historic District Commission issued a Certification of Appropriateness for replacing the existing broken garage door with a 16'x6.5' Standard White garage door.

Historic District Site No. 301 – The Lawrence Simmons House– 33742 TWELVE MILE ROAD

Site Overview

This outstanding example of Gothic Revival architecture was built of split Michigan stone in 1861.

Lawrence Simmons was one of the three sons of Joshua Simmons III, a pioneer settler of Livonia. Joshua Simmons purchased the land and built homes for each of his three sons.

This house was built by Sergius P. Lyon, a “gifted” Farmington craftsman. Lyon had many talents, including carpentry and stove manufacturing. As a carpenter he constructed caskets, and thus became Farmington’s first undertaker. He was also a founder of Farmington’s Universalist Church. Additions were made to the house by succeeding owners. The Baldwin Coonleys added to the house, including a chimney which dates to 1887.

Lawrence Simmons lived in the house until 1872 when he moved on to Northville. The house, farm and land were purchased as a country estate by R.K. Floyd of Kendall Oil. Kendallwood Subdivision gets its name from Floyd’s company.

The house is listed on the Michigan State Registry of Historical Places.

Certificate of Appropriateness 24-2

The Historic District Commission issued a Certification of Appropriateness for installing 321 feet of a six (6)-foot tan vinyl privacy fence. Removing the existing wood fence in same location.



Historic District Site No. 17 – The Lone Ranger House – 24105 LOCUST STREET

Site Overview

Built in 1860 by Orville Botsford of the pioneer Farmington Botsford family, this house has Greek Revival features.

The building is over a three-part basement: a Michigan cellar with cut stone walls on the east-end of the house, a log crawl space foundation is in the center and a cement block basement c. 1930 is on the west-end of the building.



Orville Botsford was 39 when he built this home on one of his properties. There he was a dairy farmer and raised horses. He had been in the business as the Botsfords were involved in community activities and businesses.

Orville had two wives; Mary Ann Eddy, who died shortly after the birth of their son in 1845 and Sophia Gage, with whom he had three children after they were married in 1849.

Earl Graser, the original radio Lone Ranger, lived in the house in the 1930's and did extensive remodeling. He was killed in an automobile accident in 1941 and Bruce Beemer replaced him on the radio, in the role of the Lone Ranger.

This house is near the border of the City of Farmington yet is very country-like on its one and one-quarter acres. The house is in Farmington Hills and the front yard is in Farmington.

Certificate of Appropriateness 24-3

The Historic District Commission issued a Certification of Appropriateness for installing sixteen (16) new historically appropriate windows on the second story.



Historic District Commission

Historic District Site No. 508 – The Spicer House – 24711 FARMINGTON ROAD

Site Overview

The long low English Country House was designed to blend in with the landscape by talented architect Marcus Burrowes. The house was built in 1926 for attorney David Gray and his wife, Martha. It originally stood on twelve acres of land. The house was designed with two wings; the outdoors was visible from all rooms. This design was not only beautiful, but practical, because of the cross ventilation.



David Gray died before the house was occupied and Martha Gray moved to California before the house was ever lived in.

When Eleanor Goodenough married John Spicer in 1935, Mrs. Gray gave the home and property to the newlyweds. Eleanor was the daughter of Luman Goodenough, a dear friend of the Grays. Additional acres were purchased for the farm which Eleanor Spicer ran until her death in 1982. At that time the property included 200 acres and Mrs. Spicer liked to refer to it as the only unspoiled place in Farmington Hills.

The land is now Heritage Park with this jewel of a house as its heart. The Spicer House serves as the Park's Visitor Center, with the wings modernized to serve as classrooms and meeting areas. The four historic rooms: the hall, living room with cathedral ceiling, library and dining room, serve for gatherings and displays.

Certificate of Appropriateness 24-4

The Historic District Commission issued a Certification of Appropriateness for replacing the gutters to complete the Spicer House roofing project.



Historic District Commission

Historic District Site No. 507 – The Sarah Fisher Home – 27400 TWELVE MILE ROAD

Site Overview

Egyptian influence used in public building of the 1920's is seen in the original administration office and early buildings of the children's home. Fine brickwork, slate roof, limestone framing on door and windows, and carving over the entrance are used on this structure built in July, 1929.

The entrance gates at Twelve Mile and Inkster Roads are outstanding, and were restored in 1990.



HDC Engagement

The HDC has been actively advocating for the preservation of the 'At Risk' property for some 20+ years – from a comprehensive survey of the property buildings, identifying those of greatest significance, meeting with neighbors and numerous developers. The HDC wishes to express its appreciation for the City leadership and Staff support for these 'long view' efforts.

Certificate of Appropriateness 24-5

The Historic District Commission issued a Certification of Appropriateness to amend the approved Notice to Proceed for the Sarah Fisher Property. The first amendment provided for removal of all buildings except the Chapel. The amendment seeks to slightly modify the design of the building.

Condition of Approval of the Certificate of Appropriateness calls for the conceptual illustration of the chapel and chapel gardens with the suggestion that consideration be given for reuse of the chapel windows and understanding that this commission will see fully rendered drawings at a future date. The gate, entrance wall, and historic marker will be preserved.

Historic District Site No. 504 – The Kirby White House – 24200 FARMINGTON ROAD

Site Overview

Kirby and Alice White and their five children moved into this Federalist Revival House in 1928. Kirby White was general manager, vice-president, and director of the Ferry-Morse Seed Company, which by the 1930's was the largest seed company in the United States.

The estate home was built for the Whites on five acres along Farmington Road and was designed by Marcus Burrowes who was a prominent architect in Detroit and Michigan. He designed public buildings for cities and houses for wealthy clients.



The Kirby White House has some unique architectural features. “Windy Hill”, as it was known, was built in the federalist style. The house is supported by steel beams, unusual for houses dating from the 1920's. The Federalist Revival style features many gables, arches and bays.

Kirby White died in June 1933 and the family moved from their country estate to Birmingham, Michigan. A series of owners for the lovely estate were executives of Ford Motor Company. The Presbyterian Church purchased the property and house in 1956. The needs of the church for religious purposes caused the house to be moved a mile south on Farmington Road in 1993.

It has been adapted to its new location and carefully maintained.

Certificate of Appropriateness 24-6

The Historic District Commission issued a Certification of Appropriateness for installing 15 new shutters around the house to restore the original appearance of the house.

Historic District Site No. 8 – The Clarenceville Blacksmith House – 21024 ONTAGA STREET

Site Overview

Built as a home on Heise Street in Clarenceville around 1840, this house was the home of William Heise, a blacksmith. The house was owned next by another blacksmith, Otis Jensen.

The house has been moved twice, once to a little strip of land in the middle of Grand River Avenue when the street was first widened in the 1930's, and next to its location on Ontaga Street in 1946 when Grand River was widened once more.



Certificate of Appropriateness 24-1A

The Historic District Commission issued a Certification of Appropriateness for removing and replacing existing shingles on roof. Partial roof replacement.

Selected Historic District Commission Activities in 2024

Cemetery Master Plan Implementation

Our multi-year campaign to restore & preserve the city-owned Utley and West Cemeteries saw considerable progress in 2024. Projects included cleaning and releveling markers as well as ‘excavating’ fallen markers.

Documentation of the West Cemetery was undertaken by a class from Schoolcraft College led by HDC Commissioner Dr. Alexander Thomson. Utilizing a Survey 123 software program modified by FH City GSI Specialist Matt Malone, the students spent their weekends capturing photos and text of tombstones on their cell phones. Ultimately the data is to be posted online for historic and genealogical research.

On-going damage to markers from poor lawn maintenance practices is very evident and has been documented and reported to the DPW. The goal is to develop through the DPW a turf maintenance protocol

– specific to the historic cemeteries - that is gentle and causes zero-damage. Starting in 2024 the turf was maintained by DPW staff using push mowers on a monthly schedule (in agreement with HDC thinking).

Preservation of broken markers in the West Cemetery was initiated by one of the few qualified contractors in SE Michigan. Utilizing museum-grade stone epoxy, markers were repaired in Late Spring and Fall sessions. The additional City funding to contract for these repairs is greatly appreciated. Much of the repair work is to correct improper and unauthorized repairs undertaken decades ago.

In concert with the City Video Services Department a video has been developed and posted to YouTube documenting the efforts over the past 5+ years.

Work is progressing in the West Cemetery we will redirect our efforts to the Utley Cemetery in 2025.



Spicer House Roof Replacement

The Historic District Commission worked closely with the City's Department of Special Services to find an appropriate solution for replacement of the Spicer House's aged cedar shake roof.

A subcommittee of the Commission assessed the condition of the roof and explored various options from repair to complete replacement.

Ultimately, a compromise was found in which the roof was replaced with synthetic shakes, but the distinctive copper gutters were reused to maintain the distinct character of the roof to the extent possible.

During a meeting at the Spicer House, the Commission tested shingle and cap colors on the roof. The commission concluded that the city utilize Brava synthetic shake shingles in the color of "Aspen" and ridge caps to be a mix of "Aged Mission" and "Autumn".



The roof project was completed in the Fall of 2024.

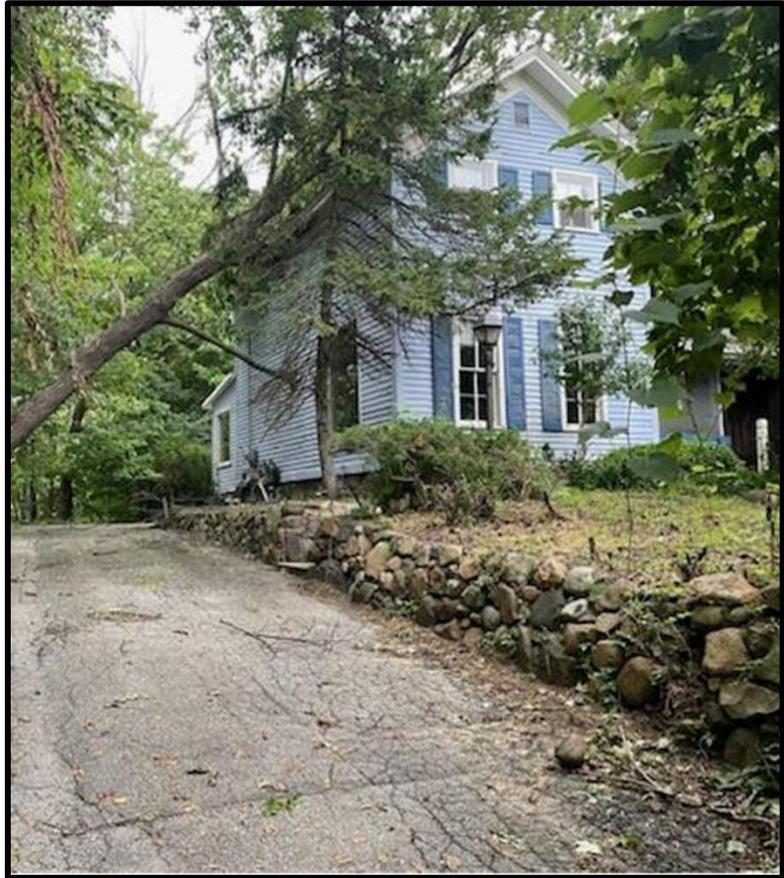
Nehemiah Hoyt House

The Historic District Commission seeks to restore the residential structure after a tree fell onto the roof causing internal and external damage to the house. The house has suffered a lack of basic by previous maintenance by previous owners, approaching abandonment, with ownership becoming unclear between HUD and the previous owners.

An inspection of the house, by City Staff in concert with an HDC sub committed, found that the structure of the mid 19th c home remained fundamentally sound despite the lack of maintenance and damage sustained.

A court order was issued to fix the follow on-site:

1. Tree Removal / Tree Trimming
2. House Roof Replacement
3. Gutter Replacement
4. Demo both Front and Rear decks
5. Demo pergola and lattice
6. Demo wood fencing and gates
7. Demo gazebo, deck platform, and stairway
8. Repair exterior siding
9. Board-up the rear French doors
10. Garage roof Replacement
11. Install handrail at steps from driveway to front of house



The HDC appreciates the extraordinary efforts of City Staff in pursuing the legal remedies necessary to intervene on behalf of the Nehemiah Hoyt house.

Howard Legacy Historical Event

Commissioner Emily Howard put together the Howard Legacy Event that included a Remembrance Ceremony, Pumpkins and Storytelling, and a Grand Cemetery Tour at the Farmington West Cemetery





**CITY MANAGER’S REPORT TO
MAYOR AND COUNCIL**

DATE: March 3, 2025

DEPT: Planning and Community Development

RE: Planned Unit Development (“PUD”) Plan 2, 2024, including Site Plan 56-8-2024 - Mulberry Park and The Tabernacle Multi-Family Housing

ADMINISTRATIVE SUMMARY:

Applicant: Steven Schafer

Owners: Detroit Baptist Manor and MOBI Investments

Sidwell: 22-23-11-201-001, -002, -004, -005, -006, -020, and -021

Zoning: RA-1 One Family Residential District

Master Plan: Flex Residential

Location: South side of Thirteen Mile Road, just west of Middlebelt Road

Description:

The subject application proposes a two-part development under separate names across seven (7) parcels on the south side of Thirteen Mile Road, just west of Middlebelt Road: Mulberry Park (approximately 5.98 acres) and The Tabernacle (approximately 6.06 acres). Mulberry Park is proposed to consist of nine (9) buildings with thirty-six (36) units of attached, two (2)-story townhomes. The Tabernacle is proposed to be age-restricted and consist of nine (9) buildings with thirty-three (33) units of attached, one (1)-story ranches.

Please see Giffels Webster’s review attached for a detailed review of the plans.

PROCEDURAL HISTORY:

- April 18, 2024 - Planning Commission qualifies PUD (7-0)
- October 17, 2024 - Planning Commission set for public hearing (8-0)
- November 21, 2024 - Planning Commission public hearing/recommendation to City Council (5-0)
- January 13, 2025 - City Council public hearing postponed to March 3, 2025 (6-1)



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

ZONING DEVIATIONS:

Permit

- Attachment of dwelling units where it is not permitted;
- RC-1 Multiple Family Residential District density where RA-1 One Family Residential District density is the maximum density permitted; and
- Nineteen (19) replaced trees to NOT be planted and fifty-nine (59) to be planted offsite.

POSSIBLE COUNCIL ACTIONS:

Suggested Resolution for conditional APPROVAL:

Resolve that the application for PUD 2, 2024, including Site Plan 56-8-2024, dated August 21, 2024, and September 4, 2024, respectively, as revised, submitted by Steven Schafer, are approved, subject to the following conditions:

- (1) All outstanding issues identified in Giffels Webster's February 25, 2025, review shall be addressed to the reasonable satisfaction of the City Planner;*
- (2) All outstanding issues identified in the City Engineer's February 21, 2025, interoffice correspondence shall be addressed to the reasonable satisfaction of the City Engineer; and*
- (3) All outstanding issues identified in the Fire Marshal's February 25, 2025, interoffice correspondence shall be addressed to the reasonable satisfaction of the Fire Marshal.*

[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.



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

Suggested Resolution for DENIAL:

Resolve that the application for PUD 2, 2024, including Site Plan 56-8-2024, dated August 21, 2024, and September 4, 2024, respectively, as revised, submitted by Steven Schafer, are 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.]

ATTACHMENTS:

- PUD Plan 2, 2024, including Site Plan 56-8-2024, revised application materials
- Giffels Webster's review, dated February 25, 2025
- City Engineer's interoffice correspondence, dated February 21, 2025
- Fire Marshal's interoffice correspondence, dated February 25, 2025
- April 18, 2024, Planning Commission regular meeting minutes
- October 17, 2024, Planning Commission regular meeting minutes
- November 21, 2024, Planning Commission regular meeting minutes
- January 13, 2025, City Council regular meeting minutes

Prepared by: Erik Perdonik, AICP, City Planner
Reviewed by: Charmaine Kettler-Schmult, Director
Approved by: Gary Mekjian, P.E., City Manager



Date: February 21, 2025

To: City of Farmington Hills, Planning Office

From: Schafer Development, LLC

CC: The Tabernacle + Mulberry Park PUD – Changes to PUD Engineering Plan

The Tabernacle + Mulberry Park – Changes to PUD Engineering Plan

Schafer Development is submitting REVISED PUD Engineering Plan including:

- One (1) 11" x 17" copy of PUD Engineering / Landscape Plan
- Seven (7) 24" x 36" copies of PUD Engineering Plan
- One (1) updated copy of Traffic Impact Study
- Electronic versions of materials – flash drive dropped off to the Planning Office

Timeline

- **December 16, 2024:** Schafer Development submitted its PUD Engineering Plan to the Planning Department.
- **January 13, 2025:** Schafer Development presented its plans to City Council. The item was tabled to address critical feedback from neighboring residents and Council during the Q&A session.
- **Mid-to-Late January 2025:** Schafer Development engaged with several City Council members to gather feedback on proposed changes incorporated into the revised plan.
- **January 21, 2025:** Schafer Development met with the Mayor's Office, Engineering, Traffic, and Planning Staff to discuss the revised Site Plan and gather feedback.
- **January 29, 2025:** Schafer Development met with the Westgate HOA President to share the revised Site Plan and gather feedback.
- **February 10, 2025:** Schafer Development presented its revised Site Plan during the City Council Study Session.
- **February 21, 2025:** Schafer Development met with the Holly Hill Farms HOA Board to share the revised Site Plan and gather feedback.
- **February 21, 2025:** Schafer Development submitted its REVISED PUD Engineering Plan to the Planning Department.

Major Changes to PUD Engineering Plan Submittal

- **Deep Buffering:** Plans updated to include an 83–86-foot buffer, exceeding previous setbacks to Holly Hill Farms by 11–16 feet.
- **Traffic Flow / Safety:** The boulevard entrance along 13 Mile Road has been removed. Baptist Manor will be removing the first duplex unit (closest to 13 Mile Road) to allow direct entrance connection to Detroit

Baptist Drive/13 Mile Road signalized intersection. The revised primary entrance is shown in the plans, with a secondary entrance on 13 Mile Road, as required by the Fire Department (per International Fire Code) and aligned with Westgate Drive (per Traffic and Engineering Department requirements) to limit turn lane conflicts.

- **Walkability:** Plans now include 5-foot sidewalks on both sides of the roadway and along the new entrance at Detroit Baptist Drive. Additionally, the existing 13 Mile frontage sidewalk will be removed and replaced with a new concrete walkway at the newly dedicated right-of-way (ROW).
- **Reduced Density:** Plans reflect a density reduction from 76 units to 69 units (12.2% reduction), resulting in a loss of 25–35 bedrooms (9–14% reduction).
- **Visual Impact:** Plans updated to show reduced building widths along the southern property line to 3- and 4-unit configurations.

Public Benefit Enhancements

- **Inclusion of Public Art:** Plans updated to showcase a Public Art exhibition along the 13 Mile frontage of the PUD.
- **Western Basin (The Tabernacle):** This basin has been entirely removed, with all stormwater now routed to the eastern basin. This allows for the creation of a significant central gathering space featuring:
 - A meandering sidewalk through native landscaping and trees.
 - A pocket park with bench seating and decorative landscaping, providing a direct connection to the sidewalk along 13 Mile Road.
- **Eastern Basin (Mulberry Park):** The 5-unit townhome building abutting the eastern property line and Dunn residence has been removed, allowing for a larger, singular stormwater basin. A new sidewalk has been added south of the basin, creating an enhanced open space amenity with:
 - An overlook area with bench seating.
 - Additional landscape elements and native plantings, providing residents with a scenic view of the tree conservation area and wildlife corridor.

Summary of Major Changes

- **City Council Recommendations:** Incorporated recommendations regarding deep buffering, traffic flow/safety, walkability, reduced density, and visual impact.
- **Mayor's Office Recommendations:** Additional public benefits have been integrated to establish a recognizable sense of place and create a "destination community" with diverse passive and active amenities.
- **Room Reduction:** Loss of 25 rooms (9.3% reduction).
- **Density Reduction:** Loss of 7 units or 0.77 units/acre (12.2% reduction).
- **Additional Landscaping Measures:**
 - Plan revisions have reduced the total tree impact.
 - Increased setbacks and a more clustered development footprint reduced the deficient tree calculation to 59 replacement trees (from a previously requested waiver for 85 trees).
 - The Baptist Manor team is committed to planting the replacement trees along the 13 Mile frontage of their existing campus, enhancing the landscape buffer along 13 Mile Road and creating a more aesthetically pleasing corridor.

Sincerely,

The Schafer Development Team

City of Farmington Hills,
Oakland County, Michigan
SITE PLAN DOCUMENTS
Prepared For the
The Baptist Manor / Schafer Development
P.U.D. Developments

Owner / Developer

"The Tabernacle" - West Parcel
The Baptist Manor
30301 W 13 Mile
Farmington Hills, MI 48334

Contact:
Ryan Doelle
Tel. (248) 842-9106
Email: r.doelle@the-baptistmanor.org

"Mulberry Park" - East Parcel
Schafer Development
31400 Northwestern Highway, Suite H
Farmington Hills, MI 48334

Contact:
Spencer Schafer
Tel. (248) 613-6262
Email: steve@schafer-dev.com

Civil Engineer

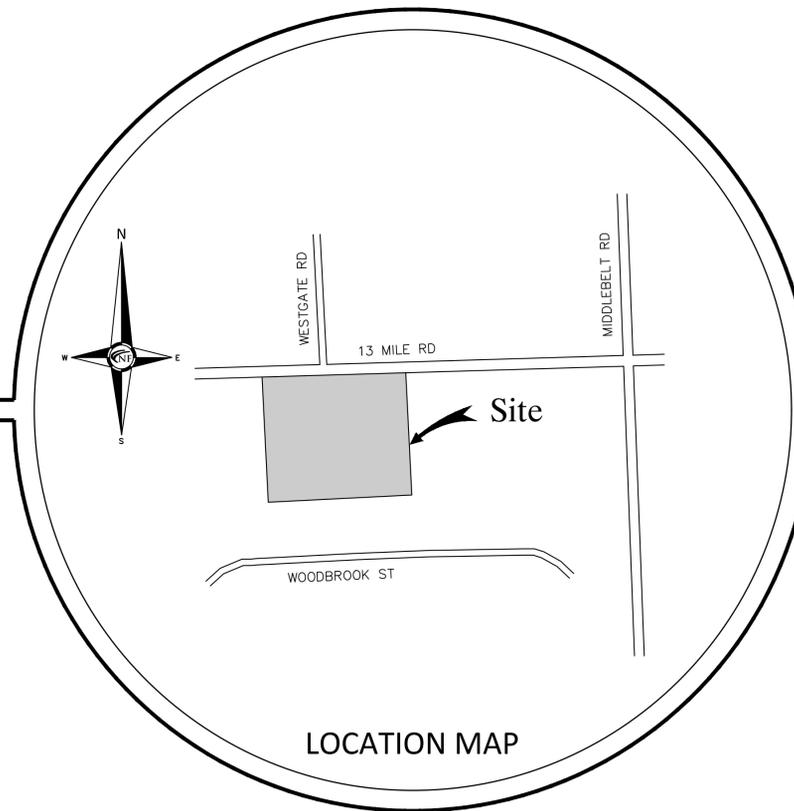
Nowak & Fraus Engineers
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Tel. (248) 332-7931
Fax. (248) 332-8257

Contact: Andrew Wiseman
Tel. (248) 332-7931
Fax. (248) 332-8257
Email: awiseman@nfe-engr.com

Landscape Architect

Nowak & Fraus Engineers
46777 Woodward Ave.
Pontiac, MI 48342-5032
Tel. (248) 332-7931
Fax. (248) 332-8257

Contact: George A. Ostrowski, PLA, LEED AP
Tel. (248) 332-7931
Fax. (248) 332-8257
Email: gostrowski@nfe-engr.com



LEGAL DESCRIPTION - "The Tabernacle"

Land situated in the City of Farmington Hills, County of Oakland, State of MI described as follows:

PARCEL 1: Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, described as: Beginning at a point 170.10 feet due East from the Northwest corner of the Northeast 1/4, Section 11, Town 1 North, Range 9 East; thence due East 168.96 feet; thence South 0°16'00" East, 512.80 feet; thence North 89°51'50" West 169.96 feet; thence North 0°16'00" West 512.40 feet to the point of beginning.

PARCEL 2: That part of the Northeast 1/4 of Section 11, Town 1 North Range 9 East, described as: Beginning at a point located due East along the North Section line, 340.06 feet and South 0°16' East 272.9 feet from the North 1/4 corner; thence South 0°16' East 239.9 feet; thence South 89°51'50" East 168.83 feet; thence North 0°16' West 240.1 feet; thence Westerly to the point of beginning, together with a 20 foot easement for water line utilities and ingress and egress over the East 20 feet of the Northerly 273.1 feet of the East 2 acres of the West 6 acres of the following described Parcel: Beginning at the North 1/4 corner of said Section; thence South 0°16' East 512 feet; thence North 89°51'50" East 849.50 feet; thence North 0°16' West 514 feet; thence due West 849.50 feet along the North Section line to the point of beginning.

PARCEL 3: Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, more particularly described as follows: Beginning at the Northwest corner of the Northeast 1/4 of the said Section 11, Town 1 North, Range 9 East; thence due East along the centerline of the 13 Mile Road a distance of 170.10 feet; thence South 0°16'00" East a distance of 512.40 feet; thence North 89°51'50" West a distance of 170.10 feet; thence North 0°16'00" West a distance of 512.00 feet to the point of beginning.

Commonly known as: 30116 West 13 Mile Road and Vacant Parcels, Farmington Hills, MI 48334-2205
Tax ID: 23-11-201-001; 23-11-201-002 & 23-11-201-021

LEGAL DESCRIPTION - "Mulberry Park"

LAND IN THE CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MI, DESCRIBED AS FOLLOWS:

PARCEL 1:
TOWN 1 NORTH, RANGE 9 EAST, SECTION 11, PART OF THE NORTHEAST 1/4 BEGINNING AT A POINT DISTANT EAST 509.89 FEET FROM THE NORTH 1/4 CORNER; THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.20 FEET; THENCE SOUTH 89 DEGREES 48 MINUTES 00 SECONDS EAST 148.61 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET; THENCE WEST 148.61 FEET TO BEGINNING.

TAX ID NO. 23-11-201-004

PARCEL 2:
PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN, BEGINNING AT A POINT DISTANT EAST 658.50 FEET FROM THE NORTH 1/4 CORNER; THENCE EAST 191 FEET; THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.78 FEET; THENCE NORTH 89 DEGREES 51 MINUTES 50 SECOND WEST 191 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET TO BEGINNING.

TAX ID NO. 23-11-201-005

PARCEL 3:
THE WEST 1/2 OF THE FOLLOWING DESCRIBED PREMISES: PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, MICHIGAN; COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST 1/4 OF THE SAID SECTION 11; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 849.50 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 338.00 FEET; THENCE SOUTH 00 DEGREES 15 MINUTES 00 SECONDS WEST, A DISTANCE OF 514.90 FEET; THENCE NORTH 89 DEGREES 48 MINUTES 10 SECONDS WEST, A DISTANCE OF 333.38 FEET; THENCE NORTH 00 DEGREES 15 MINUTES 50 SECONDS WEST, A DISTANCE OF 513.78 FEET TO THE POINT OF BEGINNING.

TAX ID NO. 23-11-201-006

Project Name

"The Tabernacle"
&
"Mulberry Park"

SHEET INDEX

SP-00	Cover Sheet
SP-01	Overall Boundary / Topographic / Tree Survey
SP-01.1	Tree List - West
SP-01.2	Tree List - East
SP-02	Topographic / Boundary / Tree Survey - West
SP-03	Topographic / Boundary / Tree Survey - East
SP-04	General Site Plan - West
SP-05	General Site Plan - East
SP-06	Paving & Grading Plan - West
SP-07	Paving & Grading Plan - East
SP-08	Utility Plan - West
SP-09	Utility Plan - East
L0	Landscape Overview
L1	Tree Preservation Plan
L2	Landscape Plan
L3	Tree Preservation Plan
L4	Landscape Plan
L5	Landscape Notes & Details

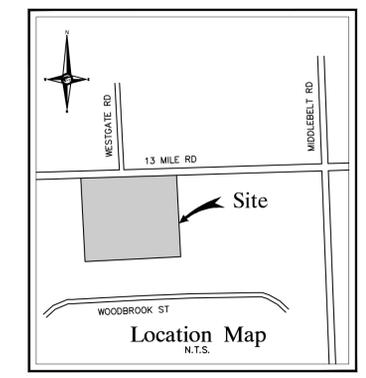
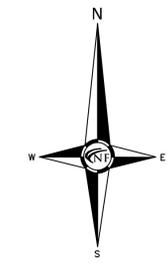


CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

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46777 WOODWARD AVE.
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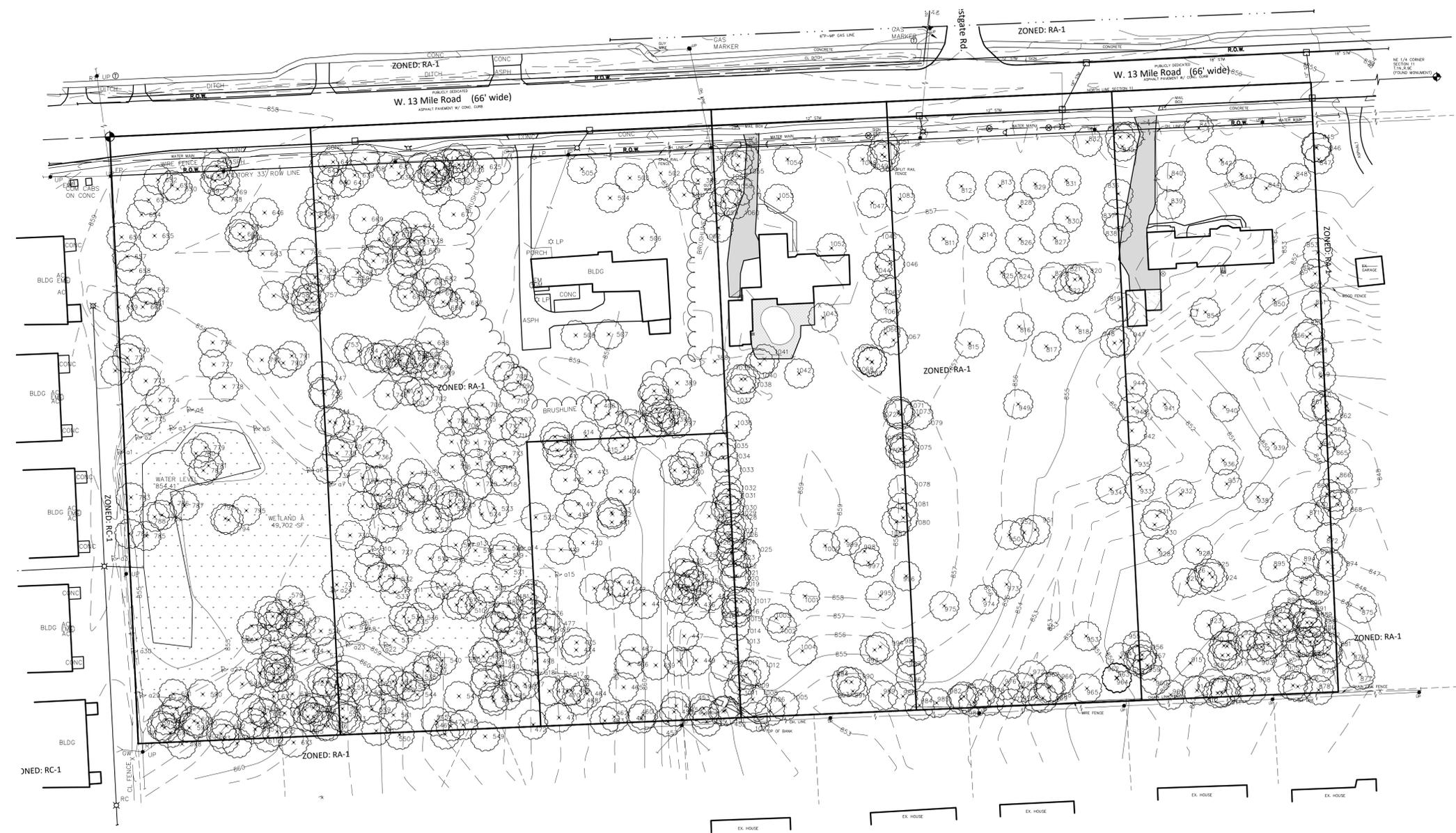


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LEGAL DESCRIPTIONS (DEVON TITLE AGENCY)

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Beginning at the North 1/4 corner of said Section; thence South 0°16' East 512 feet; thence North 89°51'50" East 849.50 feet; thence North 0°16' West 514 feet; thence due West 849.50 feet along the North Section line to the point of beginning.

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 Tax ID: 23-11-201-001; 23-11-201-002 & 23-11-201-021

PARCEL 23-11-201-020
 Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East: Beginning at a point distant East 340.06 feet and South 0°16'00" East 272.90 feet from the North 1/4 corner; thence North 0°16'00" West 272.90 feet; thence East 169.83 feet; thence South 0°16'00" East 273.10 feet; thence West 169.83 feet to beginning.
 Commonly known as: 30005 W. 13 Mile Road, Farmington Hills, MI 48334
 Parcel ID: 23-11-201-020

LEGAL DESCRIPTION

LAND IN THE CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MI, DESCRIBED AS FOLLOWS:

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 TAX ID NO. 23-11-201-004

PARCEL 2:
 PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN; BEGINNING AT A POINT DISTANT EAST 658.50 FEET FROM THE NORTH 1/4 CORNER; THENCE EAST 191 FEET; THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.78 FEET; THENCE NORTH 89 DEGREES 51 MINUTES 50 SECONDS WEST 191 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET TO BEGINNING.
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PARCEL 3:
 THE WEST 1/2 OF THE FOLLOWING DESCRIBED PREMISES: PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, MICHIGAN; COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST 1/4 OF THE SAID SECTION 11; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 849.50 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 338.00 FEET; THENCE SOUTH 00 DEGREES 15 MINUTES 00 SECONDS WEST, A DISTANCE OF 514.90 FEET; THENCE NORTH 89 DEGREES 48 MINUTES 00 SECONDS WEST, A DISTANCE OF 333.38 FEET; THENCE NORTH 00 DEGREES 15 MINUTES 00 SECONDS WEST, A DISTANCE OF 513.78 FEET TO THE POINT OF BEGINNING.
 TAX ID NO. 23-11-201-006

MISS DIG / UTILITY DISCLAIMER NOTE

A MISS DIG TICKET NUMBER PURSUANT TO MICHIGAN PUBLIC ACT 174 WAS ENTERED FOR THE SURVEYED PROPERTY. DUE TO THE EXTENDED REPORTING PERIOD FOR UNDERGROUND FACILITY OWNERS TO PROVIDE THEIR RECORDS, THE SURVEYOR MAY NOT REFLECT ALL THE UTILITIES AT THE TIME THE SURVEY WAS ISSUED OR AS DEPICTED BY THE UTILITY COMPANY RECORDS. THE SURVEYOR ONLY REFLECTS THOSE UTILITIES WHICH COULD BE OBSERVED BY THE SURVEYOR IN THE FIELD OR AS DEPICTED BY THE UTILITY COMPANY RECORDS FURNISH PRIOR TO THE DATE THIS SURVEY WAS ISSUED. THE CLIENT AND/OR THEIR AUTHORIZED AGENT SHALL VERIFY WITH THE FACILITY OWNERS AND/OR THEIR AUTHORIZED AGENTS, THE COMPLETENESS AND EXACTNESS OF THE UTILITIES LOCATION.

TOPOGRAPHIC SURVEY NOTES

ALL ELEVATIONS ARE EXISTING ELEVATIONS, UNLESS OTHERWISE NOTED.
 UTILITY LOCATIONS WERE OBTAINED FROM MUNICIPAL OFFICIALS AND RECORDS OF UTILITY COMPANIES, AND NO GUARANTEE CAN BE MADE TO THE COMPLETENESS, OR EXACTNESS OF LOCATION.
 THIS SURVEY MAY NOT SHOW ALL EASEMENTS OF RECORD UNLESS AN UPDATED TITLE POLICY IS FURNISHED TO THE SURVEYOR BY THE OWNER.

LEGEND

	MANHOLE		EXISTING SANITARY SEWER
	HYDRANT		EXISTING SAN. CLEAN OUT
	MANHOLE GATE VALVE		EXISTING WATER MAIN
	MANHOLE CATCH BASIN		EXISTING STORM SEWER
	UTILITY POLE		EX. R.Y. CATCH BASIN
	GUY POLE		EXISTING BURIED CABLES
	GUY WIRE		OVERHEAD LINES
	LIGHT POLE		SIGN
	EXISTING GAS MAIN		

SEAL



PROJECT
 The Tabernacle & Mulberry Park P.U.D. Development

CLIENT
 The Baptist Manor
 30301 W 13 Mile
 Farmington Hills, MI 48334

Schafer Development
 31400 Northwestern Highway, Suite H
 Farmington Hills, MI 48334

PROJECT LOCATION
 Part of the NE 1/4 of Section 11
 T.1N, R.9E
 City of Farmington Hills, Oakland County, Michigan

SHEET
 Overall Boundary /
 Topographic / Tree Survey



Know what's below
 Call before you dig.

DATE	ISSUED/REVISED
10-23-24	REVISED PER P.C.
12-16-24	REVISED PER CLIENT
02-21-25	REVISED PER CLIENT

DRAWN BY:

DESIGNED BY:

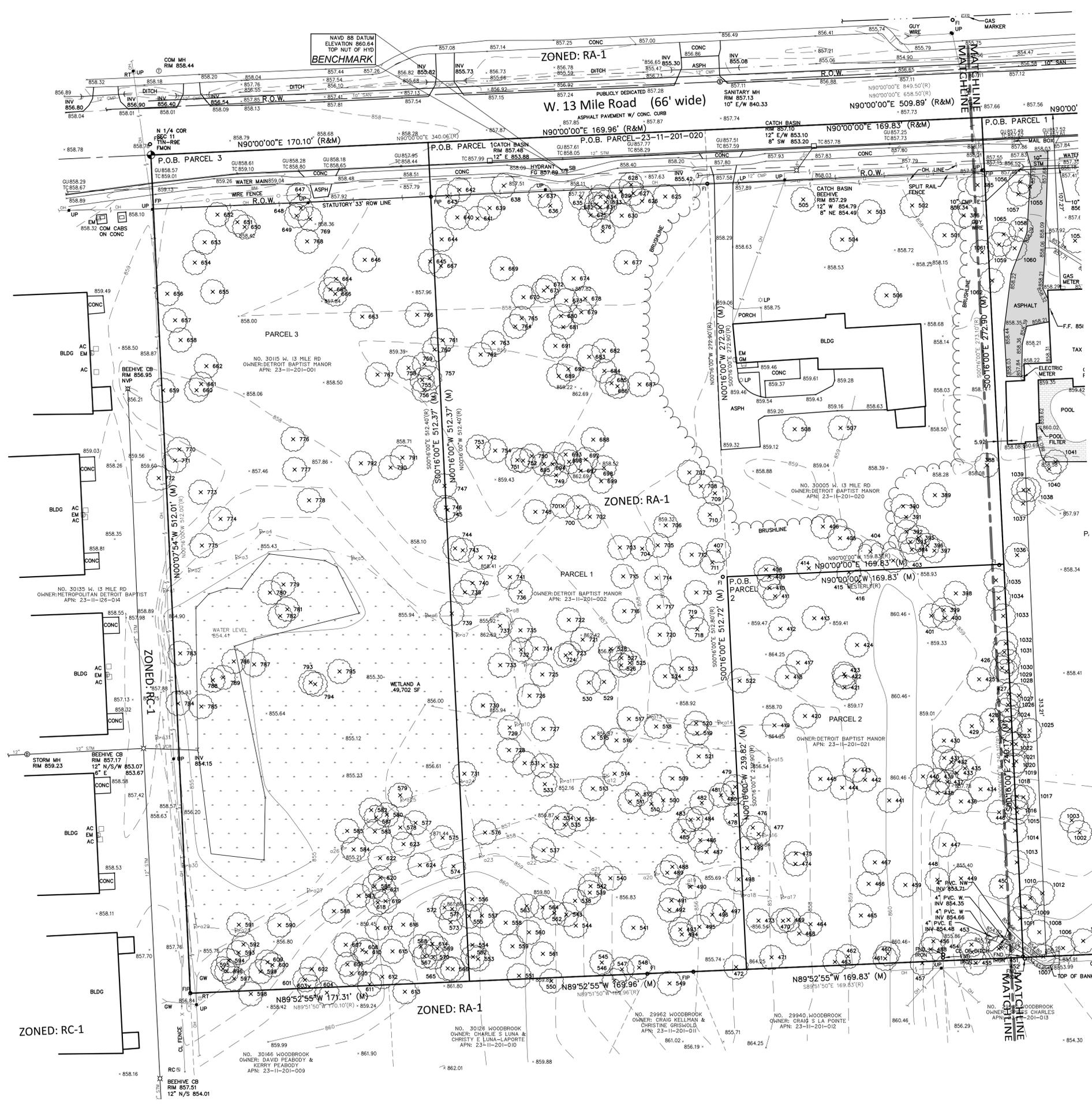
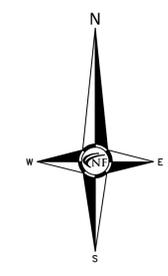
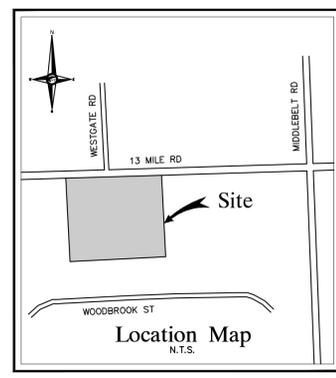
APPROVED BY:
 P. Williams
 DATE:
 09-12-2024

SCALE: 1" = 50'

NFE JOB NO. SHEET NO.
N423-02/04 SP-01

Tag #	Remove/Save	Landmark	Dia. (in)	Other Dia.	Botanical Name	Common Name	Cond.	Comments	532	REMOVE	7.3	Rhamnus cathartica	common buckthorn	fair	trunk splitting	480	REMOVE	7.1	6.5	Rhamnus cathartica	common buckthorn	good		
385	REMOVE		10.3	8.6, 6.5	Ulmus americana	American elm	fair	co-dominance, utility line-clearance pruning	533	REMOVE	8.5	Malus spp.	crabapple spp.	good		481	REMOVE	9.5		Prunus serotina	black cherry	fair	broken/dead branches	
386	REMOVE		6.6		Malus spp.	crabapple spp.	fair	20-degree lean	534	REMOVE	10.2	Malus spp.	crabapple spp.	good		482	REMOVE	7.8		Fraxinus americana	white ash	fair	good	
387	SAVE		15.3		Acer negundo	box-elder	poor	trunk cut at 4 feet, suckers	535	REMOVE	8.3	Rhamnus cathartica	common buckthorn	fair	several broken/dead branches	483	REMOVE	11		Acer negundo	box-elder	fair	30-degree lean	
388	REMOVE		10.2	9	Ulmus pumila	Siberian elm	fair	several broken/dead branches, heavy grape vine	536	REMOVE	8	Rhamnus cathartica	common buckthorn	good		484	REMOVE	6		Rhamnus cathartica	common buckthorn	good		
389	REMOVE		8.7		Ulmus pumila	Siberian elm	fair	several broken/dead branches	537	REMOVE	12	Tilia americana	basewood	good		485	REMOVE	12.2		Acer negundo	box-elder	good		
390	REMOVE		11.5	11.2, 5	Ulmus pumila	Siberian elm	good		538	SAVE	16.1	Tilia americana	basewood	fair	trunk cavity, poison ivy	486	REMOVE	12	12	Acer negundo	box-elder	good		
391	REMOVE		7.1		Ulmus pumila	Siberian elm	good		539	REMOVE	12.8	Tilia americana	basewood	poor	crown broken/dead	487	REMOVE	6.2	6.5	Rhamnus cathartica	common buckthorn	good		
392	REMOVE		6.1		Quercus macrocarpa	bur oak	good		540	REMOVE	6	Rhamnus cathartica	common buckthorn	fair	trunk cavity, broken/dead branches	488	REMOVE	6.6		Rhamnus cathartica	common buckthorn	good		
393	REMOVE		9.5		Acer saccharinum	silver maple	fair	asymmetrical crown	541	SAVE	11.2	Tilia americana	basewood	good		489	REMOVE	12		Juglans nigra	black walnut	good		
394	REMOVE		8.7		Ulmus pumila	Siberian elm	fair	Siberian broken/dead branches	542	REMOVE	8.5	Tilia americana	basewood	good		490	REMOVE	7.2	7.1, 5	Rhamnus cathartica	common buckthorn	good		
395	REMOVE		9.5		Acer negundo	box-elder	fair	30 degree lean	543	SAVE	14.3	Tilia americana	basewood	good		491	SAVE	19.5		Juglans nigra	black walnut	good		
396	REMOVE		12		Acer saccharinum	silver maple	good		544	SAVE	6.5	Carya ovata	shagbark hickory	good		492	REMOVE	16.7		Acer negundo	box-elder	good		
397	REMOVE		6.6		Acer negundo	box-elder	fair	40 degree lean	545	SAVE	29.1	Tilia americana	basewood	fair	utility line-clearance pruning	493	REMOVE	14.5		Acer negundo	box-elder	good		
398	REMOVE		8.4		Acer saccharum	sugar maple	good		546	SAVE	24.5	Tilia americana	basewood	fair	utility line-clearance pruning	494	REMOVE	11.5		Prunus pensylvanica	pin cherry	good		
399	REMOVE		14.4		Populus deltoides	eastern cottonwood	good		547	SAVE	17.2	Tilia americana	basewood	fair	utility line-clearance pruning	495	REMOVE	7.1		Rhamnus cathartica	common buckthorn	good		
400	REMOVE		6.2		Fraxinus americana	white ash	good		548	SAVE	9.1	Carya ovata	shagbark hickory	good		496	REMOVE	7.1		Quercus macrocarpa	bur oak	good		
401	REMOVE		7.5		Pinus resinosa	red pine	fair	sparsely foliage	549	SAVE	12.2	Quercus macrocarpa	bur oak	fair	utility line-clearance pruning	497	REMOVE	12.8		Prunus pensylvanica	pin cherry	good		
402	REMOVE		8.4		Acer negundo	box-elder	fair	broken/dead branches, 40 degree lean	550	SAVE	27.2	Tilia americana	basewood	fair	utility line-clearance pruning	498	REMOVE	10.2		Prunus pensylvanica	pin cherry	fair	peeling bark	
403	REMOVE		9.3		Ulmus pumila	Siberian elm	good		551	SAVE	18	Carya ovata	shagbark hickory	fair	utility line-clearance pruning	499	REMOVE	8.8		Prunus pensylvanica	pin cherry	good		
404	REMOVE		7.5		Acer negundo	box-elder	fair	30-degree lean, suckers	552	SAVE	6	Ulmus americana	American elm	good		500	REMOVE	6	5	Rhamnus cathartica	common buckthorn	poor	several broken/dead branches	
405	REMOVE		7.5		Ulmus pumila	Siberian elm	poor	broken/dead branches, little foliage	553	SAVE	6	Ulmus americana	American elm	good		701	REMOVE	6		Rhamnus cathartica	common buckthorn	good		
406	REMOVE		9.4		Acer negundo	box-elder	good		554	SAVE	7.3	Ulmus americana	American elm	good		702	REMOVE	7.4		Juglans nigra	black walnut	good	heavy vines	
407	REMOVE		11	8.2, 6	Acer negundo	box-elder	good	40-degree lean, suckers	555	SAVE	11.3	Tilia americana	basewood	good		703	REMOVE	6		Ulmus pumila	Siberian elm	good		
408	REMOVE		12.8	6	Acer negundo	box-elder	fair	several broken/dead branches, 20-degree lean	556	SAVE	15.8	Tilia americana	basewood	good		704	REMOVE	9	7.6	Acer negundo	box-elder	good	suckers	
409	REMOVE		8.2		Ulmus pumila	Siberian elm	fair	several broken/dead branches	557	SAVE	11.8	Tilia americana	basewood	good		705	REMOVE	6	5.5	Rhamnus cathartica	common buckthorn	good		
410	REMOVE		8.5		Carya ovata	shagbark hickory	good		558	SAVE	8.1	Carya ovata	shagbark hickory	good		706	REMOVE	15.4		Malus spp.	crabapple spp.	fair	trunk cracked, broken/dead branches	
411	REMOVE		6.8		Quercus macrocarpa	bur oak	good		559	SAVE	10.5	Ulmus americana	American elm	good		707	REMOVE	10.6		Acer negundo	box-elder	good		
412	REMOVE		6		Ulmus pumila	Siberian elm	good		560	SAVE	10.5	Tilia americana	basewood	good		708	REMOVE	10.2		Ulmus pumila	Siberian elm	good		
413	REMOVE		6		Malus spp.	crabapple spp.	good		561	SAVE	6.6	Ulmus americana	American elm	good		709	REMOVE	7.1		Rhamnus cathartica	common buckthorn	good		
414	REMOVE		9.2		Quercus macrocarpa	bur oak	good		562	SAVE	7.5	Ulmus americana	American elm	fair	twisted trunk	710	REMOVE	8.2		Acer negundo	box-elder	good		
415	REMOVE		13.5		Acer saccharinum	silver maple	good		563	SAVE	15.3	Tilia americana	basewood	good		711	REMOVE	6.7		Rhamnus cathartica	common buckthorn	good		
416	REMOVE		7.5		Quercus macrocarpa	bur oak	good		564	SAVE	7.3	Tilia americana	basewood	good		712	REMOVE	10.7		Acer negundo	box-elder	good		
417	REMOVE		8.5		Ulmus pumila	Siberian elm	fair	several broken/dead branches	565	SAVE	6.4	Ulmus americana	American elm	good	trunk cut at 10 feet height, utility line-clearance pruning	713	REMOVE	6	5.5	Rhamnus cathartica	common buckthorn	poor	prostrate, fallen over, still alive	
418	REMOVE		11.8		Quercus macrocarpa	bur oak	good		566	SAVE	8.4	Prunus pensylvanica	pin cherry	good		714	REMOVE	13.9		Acer negundo	box-elder	good		
419	REMOVE		6.3		Fraxinus americana	white ash	good		567	SAVE	16.6	Fraxinus americana	white ash	good		715	REMOVE	6		Quercus macrocarpa	bur oak	good		
420	REMOVE		8.8	6	Acer negundo	box-elder	fair	6" trunk broken/dead	568	SAVE	16.6	Prunus pensylvanica	pin cherry	good		716	REMOVE	11.2		Ulmus pumila	Siberian elm	good		
421	REMOVE		9.4		Quercus macrocarpa	bur oak	good		569	SAVE	13.9	Acer rubrum	red maple	good		717	REMOVE	6.1		Rhamnus cathartica	common buckthorn	good		
422	REMOVE		6.5		Quercus macrocarpa	bur oak	good		570	SAVE	16.1	Prunus pensylvanica	pin cherry	good		718	REMOVE	10		Acer negundo	box-elder	good		
423	REMOVE		6.2		Quercus macrocarpa	bur oak	good		571	SAVE	16	Prunus pensylvanica	pin cherry	good	no foliage	719	REMOVE	6	5.4	Rhamnus cathartica	common buckthorn	good		
424	REMOVE		8		Quercus macrocarpa	bur oak	good		572	SAVE	8.2	Tilia americana	basewood	fair	30-degree lean	720	REMOVE	8.5	5	Rhamnus cathartica	common buckthorn	good		
425	REMOVE		7		Ulmus pumila	Siberian elm	good		573	SAVE	17.8	Populus deltoides	eastern cottonwood	good		721	REMOVE	7.5		Acer negundo	box-elder	good		
426	REMOVE		7.5		Quercus macrocarpa	bur oak	good		574	REMOVE	6.2	Rhamnus cathartica	common buckthorn	good		722	REMOVE	7.2		Acer negundo	box-elder	good		
427	REMOVE		8.9		Prunus serotina	black cherry	fair	several broken/dead branches	575	REMOVE	8	Rhamnus cathartica	common buckthorn	fair	suckers	723	REMOVE	6.6		Fraxinus americana	white ash	fair	trunk damage	
428	REMOVE		6.7		Ulmus americana	American elm	good		576	REMOVE	8.5	Rhamnus cathartica	common buckthorn	poor	broken/dead trunks	724	REMOVE	7.8		Acer negundo	box-elder	good		
429	REMOVE		7.7		Fraxinus americana	white ash	good		577	REMOVE	21	Populus deltoides	eastern cottonwood	good		725	REMOVE	6.5		Acer negundo	box-elder	good		
430	REMOVE		6.3		Ulmus americana	American elm	good		578	REMOVE	22.4	Populus deltoides	eastern cottonwood	good		726	REMOVE	6.1		Ulmus pumila	Siberian elm	good		
431	REMOVE		6.5		Ulmus americana	American elm	good		579	REMOVE	6.2	Rhamnus cathartica	common buckthorn	good		727	REMOVE	6.3	5.8	Malus spp.	crabapple spp.	good		
432	REMOVE		8.4		Ulmus americana	American elm	good		580	REMOVE	23.4	Populus deltoides	eastern cottonwood	good		728	REMOVE	6.8		Rhamnus cathartica	common buckthorn	good		
433	REMOVE		7	5.6	Ulmus americana	American elm	good		581	REMOVE	22	Populus deltoides	eastern cottonwood	good		729	REMOVE	6.6	4	Rhamnus cathartica	common buckthorn	fair	asymmetrical structure	
434	REMOVE		8.2		Prunus serotina	black cherry	fair	several broken/dead branches	582	REMOVE	12.5	Populus deltoides	eastern cottonwood	good	crown half broken/dead	730	REMOVE	8.4		Acer negundo	box-elder	fair	trunk splitting, bark peel	
435	REMOVE		7		Prunus serotina	black cherry	fair	several broken/dead branches	583	REMOVE	10.3	Populus deltoides	eastern cottonwood	good		731	REMOVE	6.2	3	Rhamnus cathartica	common buckthorn	good		
436	REMOVE		8.6		Fraxinus americana	white ash	good		584	REMOVE	11	Populus deltoides	eastern cottonwood	good		732	REMOVE	6.3		Acer saccharum	silver maple	good		
437	REMOVE		7.8		Ulmus pumila	Siberian elm	fair	several broken/dead branches	585	REMOVE	23.5	Populus deltoides	eastern cottonwood	good		733	REMOVE	6.6	4	Malus spp.	crabapple spp.	good		
438	REMOVE		6.9		Ulmus americana	American elm	good		586	REMOVE	9	Populus deltoides	eastern cottonwood	good		734	REMOVE	6		Fraxinus americana	white ash	good		
439	REMOVE		7.6		Ulmus americana	American elm	fair	several broken/dead branches	587	REMOVE	8.2	Prunus pensylvanica	pin cherry	good		735	REMOVE	6	5	Rhamnus cathartica	common buckthorn	good		
440	REMOVE		7.8	5	Ulmus americana	American elm	fair	several broken/dead branches	588	SAVE	21	Rhamnus cathartica	common buckthorn	good		736	REMOVE	7.6		Rhamnus cathartica	common buckthorn	poor	several broken/dead branches	
441	REMOVE		7.5	6	Rhamnus cathartica	common buckthorn	good	several broken/dead branches	589	REMOVE	7	Rhamnus cathartica	common buckthorn	good		737	REMOVE	8		Rhamnus cathartica	common buckthorn	poor		
442	REMOVE		9.4		Ulmus americana	American elm	good		590	REMOVE	12.6	Rhamnus cathartica	common buckthorn	good	suckers	738	REMOVE	7.8		Prunus pensylvanica	pin cherry	good		
443	REMOVE		9	5.6	Quercus macrocarpa	bur oak	good		591	REMOVE	6.4	Rhamnus cathartica	common buckthorn	good	20-degree lean, suckers	739	REMOVE	24.8		Quercus macrocarpa	bur oak	good		
444	REMOVE		20.8		Populus deltoides	eastern cottonwood	good		592	SAVE	9.8													

Table 1: Tree Inventory: 29845, 29905, 29915 W. 13 Mile Road, Farmington Hills, Oakland Co. (ASTI # 12887)										
Tree Tag #	Remove/Save	Landmark	Common Name	Scientific Name	# DBHs	DBH1	DBH2	DBH3	DBH4	Condition
811	REMOVE		Blue Spruce	<i>Picea pungens</i>	1	16.8	0.0	0.0	0.0	Fair
812	REMOVE	landmark	White Pine	<i>Pinus strobus</i>	1	21.2	0.0	0.0	0.0	Good
813	REMOVE	landmark	White Pine	<i>Pinus strobus</i>	1	23.5	0.0	0.0	0.0	Good
814	REMOVE	landmark	White Pine	<i>Pinus strobus</i>	1	25.1	0.0	0.0	0.0	Good
815	SAVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	43.5	0.0	0.0	0.0	Good
816	REMOVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	38.2	0.0	0.0	0.0	Good
817	SAVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	34.1	0.0	0.0	0.0	Good
818	REMOVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	24.2	0.0	0.0	0.0	Good
819	SAVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	31.6	0.0	0.0	0.0	Good
820	REMOVE		Box-elder	<i>Acer negundo</i>	1	8.5	0.0	0.0	0.0	Good
821	REMOVE		Wild Black Cherry	<i>Prunus serotina</i>	1	8.0	0.0	0.0	0.0	Good
822	REMOVE		Norway Spruce	<i>Picea abies</i>	1	16.0	0.0	0.0	0.0	Fair
823	REMOVE		Box-elder	<i>Acer negundo</i>	2	13.4	9.8	0.0	0.0	Good
824	REMOVE	landmark	Box-elder	<i>Acer negundo</i>	1	19.4	0.0	0.0	0.0	Fair
825	REMOVE		White-Cedar	<i>Thuja occidentalis</i>	3	12.8	10.2	7.1	0.0	Good
826	REMOVE	landmark	White Pine	<i>Pinus strobus</i>	1	25.4	0.0	0.0	0.0	Good
827	REMOVE		Ginkgo	<i>Ginkgo biloba</i>	1	16.5	0.0	0.0	0.0	Good
828	REMOVE		Black Walnut	<i>Juglans nigra</i>	1	19.1	0.0	0.0	0.0	Good
829	SAVE	landmark	White Pine	<i>Pinus strobus</i>	1	23.6	0.0	0.0	0.0	Good
830	REMOVE	landmark	Norway Spruce	<i>Picea abies</i>	1	22.5	0.0	0.0	0.0	Fair
831	SAVE		Norway Spruce	<i>Picea abies</i>	1	15.6	0.0	0.0	0.0	Good
832	SAVE		White Spruce	<i>Picea glauca</i>	1	12.2	0.0	0.0	0.0	Good
833	REMOVE		White-Cedar	<i>Thuja occidentalis</i>	3	10.5	8.5	7.1	0.0	Good
834	REMOVE		White-Cedar	<i>Thuja occidentalis</i>	1	12.7	0.0	0.0	0.0	Good
835	REMOVE		White-Cedar	<i>Thuja occidentalis</i>	4	9.8	9.5	9.0	6.2	Good
836	REMOVE	landmark	Apple	<i>Malus pumila</i>	1	12.0	0.0	0.0	0.0	Good
837	REMOVE		Siberian Elm	<i>Ulmus pumila</i>	1	20.3	0.0	0.0	0.0	Good
838	REMOVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	31.2	0.0	0.0	0.0	Good
839	REMOVE		Horse-Chestnut	<i>Aesculus hippocastanum</i>	4	16.2	10.2	9.0	6.0	Good
840	SAVE	landmark	Honey Locust	<i>Gleditsia triacanthos</i>	1	34.0	0.0	0.0	0.0	Good
841	REMOVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	40.1	0.0	0.0	0.0	Good
842	SAVE		Saucer Magnolia	<i>Magnolia X soulangeana</i>	1	6.0	0.0	0.0	0.0	Good
843	REMOVE		White Mulberry	<i>Morus alba</i>	1	8.0	0.0	0.0	0.0	Good
844	REMOVE	landmark	Dawn Redwood	<i>Metasequoia glyptostroboides</i>	1	31.2	0.0	0.0	0.0	Poor
845	*SAVE		Blue Spruce	<i>Picea pungens</i>	1	10.2	0.0	0.0	0.0	Good
846	*SAVE		Blue Spruce	<i>Picea pungens</i>	1	9.8	0.0	0.0	0.0	Good
847	*SAVE		Blue Spruce	<i>Picea pungens</i>	1	7.9	0.0	0.0	0.0	Good
848	SAVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	32.5	0.0	0.0	0.0	Good
849	SAVE	landmark	Norway Spruce	<i>Picea abies</i>	1	20.0	0.0	0.0	0.0	Good
850	SAVE	landmark	Sycamore	<i>Platanus occidentalis</i>	1	39.6	0.0	0.0	0.0	Good
851	REMOVE		White-Cedar	<i>Thuja occidentalis</i>	1	6.2	0.0	0.0	0.0	Good
852	REMOVE		Box-elder	<i>Acer negundo</i>	2	10.6	7.0	0.0	0.0	Good
853	REMOVE		White Mulberry	<i>Morus alba</i>	1	7.4	0.0	0.0	0.0	Good
854	REMOVE	landmark	Apple	<i>Malus pumila</i>	2	15.5	10.7	0.0	0.0	Good
855	REMOVE	landmark	American Beech	<i>Fagus grandifolia</i>	1	32.3	0.0	0.0	0.0	Good
856	REMOVE		White Mulberry	<i>Morus alba</i>	2	14.3	14.0	0.0	0.0	Good
857	REMOVE		White Mulberry	<i>Morus alba</i>	1	9.6	0.0	0.0	0.0	Good
858	SAVE		Basswood	<i>Tilia americana</i>	1	18.2	0.0	0.0	0.0	Good
859	REMOVE		White Mulberry	<i>Morus alba</i>	1	12.5	0.0	0.0	0.0	Good
860	*SAVE		Box-elder	<i>Acer negundo</i>	1	19.8	0.0	0.0	0.0	Good
861	REMOVE	landmark	Box-elder	<i>Acer negundo</i>	2	9.7	8.0	0.0	0.0	Good
862	*SAVE		White Mulberry	<i>Morus alba</i>	1	14.3	0.0	0.0	0.0	Good
863	*SAVE		Box-elder	<i>Acer negundo</i>	3	16.7	14.1	11.0	0.0	Good
864	REMOVE		White Mulberry	<i>Morus alba</i>	1	15.5	0.0	0.0	0.0	Good
865	*SAVE		White Mulberry	<i>Morus alba</i>	1	6.6	0.0	0.0	0.0	Good
866	*SAVE		White Mulberry	<i>Morus alba</i>	1	6.6	0.0	0.0	0.0	Good
867	*SAVE		Black Walnut	<i>Juglans nigra</i>	1	13.1	0.0	0.0	0.0	Good
868	*SAVE		Black Walnut	<i>Juglans nigra</i>	1	6.7	0.0	0.0	0.0	Good
869	REMOVE		Box-elder	<i>Acer negundo</i>	1	16.2	0.0	0.0	0.0	Good
870	REMOVE		Red Maple	<i>Acer rubrum</i>	1	6.1	0.0	0.0	0.0	Good
871	REMOVE	landmark	Norway Maple	<i>Acer platanoides</i>	1	23.1	0.0	0.0	0.0	Good
872	REMOVE		Black Walnut	<i>Juglans nigra</i>	1	13.3	0.0	0.0	0.0	Good
873	SAVE		Black Walnut	<i>Juglans nigra</i>	1	13.4	0.0	0.0	0.0	Good
874	SAVE		Black Walnut	<i>Juglans nigra</i>	1	8.5	0.0	0.0	0.0	Good
875	*SAVE		Box-elder	<i>Acer negundo</i>	1	10.0	0.0	0.0	0.0	Good
876	*SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	10.2	0.0	0.0	0.0	Good
877	*SAVE		Basswood	<i>Tilia americana</i>	1	18.5	0.0	0.0	0.0	Good
878	SAVE		Basswood	<i>Tilia americana</i>	1	8.4	0.0	0.0	0.0	Good
879	SAVE		Box-elder	<i>Acer negundo</i>	1	11.0	0.0	0.0	0.0	Good
880	SAVE		Box-elder	<i>Acer negundo</i>	1	10.1	0.0	0.0	0.0	Good
881	SAVE		American Elm	<i>Ulmus americana</i>	1	8.1	0.0	0.0	0.0	Good
882	SAVE		Red Pine	<i>Pinus resinosa</i>	1	9.8	0.0	0.0	0.0	Good
883	SAVE		Red Pine	<i>Pinus resinosa</i>	1	11.3	0.0	0.0	0.0	Good
884	SAVE		Red Pine	<i>Pinus resinosa</i>	1	6.7	0.0	0.0	0.0	Good
885	SAVE		Red Pine	<i>Pinus resinosa</i>	1	7.8	0.0	0.0	0.0	Good
886	SAVE		Red Pine	<i>Pinus resinosa</i>	1	11.8	0.0	0.0	0.0	Good
887	SAVE		Red Pine	<i>Pinus resinosa</i>	1	13.0	0.0	0.0	0.0	Good
888	SAVE		Red Pine	<i>Pinus resinosa</i>	1	8.1	0.0	0.0	0.0	Good
889	SAVE		Red Pine	<i>Pinus resinosa</i>	1	8.2	0.0	0.0	0.0	Good
890	SAVE		Red Pine	<i>Pinus resinosa</i>	1	12.6	0.0	0.0	0.0	Good
891	SAVE		White Mulberry	<i>Morus alba</i>	1	6.9	0.0	0.0	0.0	Good
892	SAVE		American Elm	<i>Ulmus americana</i>	1	9.3	0.0	0.0	0.0	Good
893	SAVE		Box-elder	<i>Acer negundo</i>	1	6.6	0.0	0.0	0.0	Good
894	SAVE		Ginkgo	<i>Ginkgo biloba</i>	1	16.5	0.0	0.0	0.0	Good
895	SAVE	landmark	Pin Oak	<i>Quercus palustris</i>	1	27.0	0.0	0.0	0.0	Good
896	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	12.4	0.0	0.0	0.0	Good
897	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	8.2	0.0	0.0	0.0	Good
898	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	8.2	0.0	0.0	0.0	Good
899	SAVE		Box-elder	<i>Acer negundo</i>	1	16.5	0.0	0.0	0.0	Good
900	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	14.0	0.0	0.0	0.0	Good
901	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	6.7	0.0	0.0	0.0	Good
902	SAVE		Box-elder	<i>Acer negundo</i>	1	6.1	0.0	0.0	0.0	Good
903	SAVE		Sugar Maple	<i>Acer saccharum</i>	1	7.7	0.0	0.0	0.0	Good
904	SAVE		Box-elder	<i>Acer negundo</i>	1	15.8	0.0	0.0	0.0	Good
905	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	7.0	0.0	0.0	0.0	Good
906	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	10.2	0.0	0.0	0.0	Good
907	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	7.1	0.0	0.0	0.0	Good
908	SAVE		Sugar Maple	<i>Acer saccharum</i>	1	17.5	0.0	0.0	0.0	Good
909	SAVE		Sugar Maple	<i>Acer saccharum</i>	1	13.8	0.0	0.0	0.0	Good
910	SAVE	landmark	Wild Black Cherry	<i>Prunus serotina</i>	1	20.1	0.0	0.0	0.0	Good
911	SAVE		Sugar Maple	<i>Acer saccharum</i>	1	6.7	0.0	0.0	0.0	Good
912	SAVE		Bitternut Hickory	<i>Carya cordiformis</i>	1	7.0	0.0	0.0	0.0	Good
913	SAVE		Ironwood	<i>Ostrya virginiana</i>	1	10.0	0.0	0.0	0.0	Good
914	SAVE		Sugar Maple	<i>Acer saccharum</i>	1	9.7	0.0	0.0	0.0	Good
915	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	8.0	0.0	0.0	0.0	Fair
916	SAVE		Red Pine	<i>Pinus resinosa</i>	1	13.5	0.0	0.0	0.0	Good
917	SAVE		Red Pine	<i>Pinus resinosa</i>	1	7.9	0.0	0.0	0.0	Good
918	SAVE		Red Pine	<i>Pinus resinosa</i>	1	11.0	0.0	0.0	0.0	Good
919	SAVE		Red Pine	<i>Pinus resinosa</i>	1	9.0	0.0	0.0	0.0	Good
920	SAVE		Red Pine	<i>Pinus resinosa</i>	1	12.5	0.0	0.0	0.0	Good
921	SAVE		Red Pine	<i>Pinus resinosa</i>	1	14.0	0.0	0.0	0.0	Good
922	REMOVE		Norway Maple	<i>Acer platanoides</i>	1	7.9	0.0	0.0	0.0	Good
923	SAVE	landmark	Honey Locust	<i>Gleditsia triacanthos</i>	1	25.4	0.0	0.0	0.0	Good
924	REMOVE		Tree-of-Heaven	<i>Ailanthus altissima</i>	1	17.6	0.0	0.0	0.0	Good
925	REMOVE		Tree-of-Heaven	<i>Ailanthus altissima</i>	1	13.8	0.0	0.0	0.0	Good
926	REMOVE		Blue Spruce	<i>Picea pungens</i>	1	16.8	0.0	0.0	0.0	Fair
927	REMOVE		Tree-of-Heaven	<i>Ailanthus altissima</i>	1	9.7	0.0	0.0	0.0	Good
928	REMOVE	landmark	Sugar Maple	<i>Acer saccharum</i>	1	19.1	0.0	0.0	0.0	Good
929	SAVE		White Mulberry	<i>Morus alba</i>	1	8.4	0.0	0.0	0.0	Good
930	REMOVE		White Mulberry	<i>Morus alba</i>	1	8.6	0.0	0.0	0.0	Good
931	REMOVE		Blue Spruce	<i>Picea pungens</i>	1	14.6	0.0	0.0	0.0	Fair
932	REMOVE	landmark	Honey Locust	<i>Gleditsia triacanthos</i>	1	28.7	0.0	0.0	0.0	Good
933	REMOVE	landmark	English Walnut	<i>Juglans regia</i>	2	25.3	24.0	0.0	0.0	Good
934	REMOVE		English Walnut	<i>Juglans regia</i>	1	20.1	0.0	0.0	0.0	Good
935	REMOVE	landmark	Sycamore	<i>Platanus occidentalis</i>	1	25.0	0.0	0.0	0.0	Good
936	REMOVE	landmark	Katsura Tree	<i>Cercidiphyllum spp.</i>	1	24.2	0.0	0.0	0.0	Good
937	REMOVE		Red Pine	<i>Pinus resinosa</i>	1	14.6	0.0	0.0	0.0	Good
938	REMOVE		Box-elder	<i>Acer negundo</i>	1	6.8	0.0	0.0	0.0	Good
939	REMOVE		Box-elder	<i>Acer negundo</i>	1	7.0	0.0	0.0	0.0	Good
940	REMOVE	landmark	Honey Locust	<i>Gleditsia triacanthos</i>	1	32.2	0.0	0.0	0.0	Good
941	REMOVE	landmark	Norway Maple	<i>Acer platanoides</i>	2	21.6	21.2	0.0	0.0	Good
942	REMOVE		Wild Black Cherry	<i>Prunus serotina</i>	1	15.2	0.0	0.0	0.0	Good
943	REMOVE		Box-elder	<i>Acer negundo</i>	1	10.5	0.0	0.0	0.0	Good
944	REMOVE	landmark	Black Walnut	<i>Juglans nigra</i>	1	42.5	0.0	0.0	0.0	Good
945	REMOVE		White Mulberry	<i>Morus alba</i>	1	6.1	0.0	0.0	0.0	Good
946	REMOVE		White Mulberry	<i>Morus alba</i>	1	6.3	0.0	0.0	0.0	Good
947										



LEGAL DESCRIPTIONS (DEVON TITLE AGENCY)

Land situated in the City of Farmington Hills, County of Oakland, State of MI described as follows:

PARCEL 1: Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, described as: Beginning at a point 170.10 feet due East from the Northwest corner of the Northeast 1/4, Section 11, Town 1 North, Range 9 East; thence due East 169.96 feet; thence South 0°16'00" East, 512.90 feet; thence North 89°51'50" West 169.96 feet; thence North 0°16'00" West 512.40 feet to the point of beginning.

PARCEL 2: That part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, described as: Beginning at a point located due East along the North Section Line, 340.06 feet and South 0°16' East 169.83 feet; thence North 0°16' East 239.9 feet; thence South 0°16' East 239.9 feet; thence North 89°51'50" East 169.83 feet; thence North 0°16' West 249.1 feet; thence West 249.1 feet to the point of beginning, together with a 20 foot easement for water line utilities and ingress and egress over the East 20 feet of the Northerly 273.1 feet of the East 2 acres of the following described Parcel: Beginning at the North 1/4 corner of said Section; thence South 0°16' East 512 feet; thence North 89°51'50" East 849.60 feet; thence North 0°16' West 514 feet; thence due West 849.60 feet along the North Section Line to the point of beginning.

PARCEL 3: Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, more particularly described as follows: Beginning at the Northwest corner of the Northeast 1/4 of the said Section 11, Town 1 North, Range 9 East; thence due East along the centerline of the Northeast 1/4 of the said Section 11, Town 1 North, Range 9 East, a distance of 512.40 feet; thence North 89°51'50" West a distance of 170.10 feet; thence North 0°16'00" West a distance of 512.00 feet to the point of beginning.

Commonly known as: 30115 West 13 Mile Road and Vacant Parcels, Farmington Hills, MI 48334-2205
 Tax ID: 23-11-201-001; 23-11-201-002 & 23-11-201-021

PARCEL 23-11-201-020
 Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East; Beginning at a point distant East 340.06 feet and South 0°16'00" East 272.90 feet from the North 1/4 corner; thence North 0°16'00" East 272.90 feet; thence East 169.83 feet; thence South 0°16'00" East 273.10 feet; thence West 169.83 feet to beginning.

Commonly known as: 30005 W. 13 Mile Road, Farmington Hills, MI 48334
 Parcel ID: 23-11-201-020

TITLE NOTES
 SUBJECT TO:
 14. Easement as disclosed by instrument recorded in Liber 13587, Page 85, Oakland County Records. [NOT PLOTTED - DOCUMENT NOT PROVIDED TO SURVEYOR]

ALL EXCEPTIONS SHOWN OR NOTED ON THIS SURVEY WERE OBTAINED FROM TITLE COMMITMENT NO. 247112, WITH A COMMITMENT DATE OF OCTOBER 20, 2014, ISSUED BY OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY.

BASIS OF BEARING NOTE
 THE BASIS OF BEARING FOR THIS SURVEY WAS ESTABLISHED BY THE RECORD LEGAL DESCRIPTION.

ACCESS NOTE
 THE SUBJECT LAND HAS DIRECT VEHICLE AND PEDESTRIAN ACCESS TO W. 13 MILE ROAD A PUBLICLY DEDICATED RIGHT OF WAY.

UTILITY NOTE
 ALL UTILITIES ARE UNDERGROUND UNLESS OTHERWISE NOTED. THE UTILITIES SHOWN ON THIS SURVEY WERE DETERMINED BY FIELD OBSERVATION. LOCATIONS ARE APPROXIMATE. THE LOCATION OF ANY OTHER UNDERGROUND SERVICES WHICH MAY EXIST CAN ONLY BE DEPICTED IF A UTILITY PLAN IS FURNISHED TO THE SURVEYOR.

NOTE: DTE HAS NEW REGULATIONS THAT MAY IMPACT DEVELOPMENT OUTSIDE THEIR EASEMENT OR THE PUBLIC RIGHT OF WAY. CLIENT SHALL CONTACT DTE TO DETERMINE THE NEW STRUCTURES AND POWER LINE REQUIREMENTS AS THEY MAY APPLY TO ANY FUTURE BUILDING OR RENOVATION OF A STRUCTURE. DTE ENERGY CAN BE CONTACTED AT 800-477-4747

FLOOD HAZARD NOTE
 THE PROPERTY DESCRIBED ON THIS SURVEY DOES NOT LIE WITHIN A SPECIAL FLOOD HAZARD AREA AS DEFINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY. THE PROPERTY LIES WITHIN ZONE X OF THE CURRENT AVAILABLE FLOOD INSURANCE RATE MAP IDENTIFIED AS MAP NO. 261250513F BEARING AN EFFECTIVE DATE OF 09-29-2006.

TOPOGRAPHIC SURVEY NOTES
 ALL ELEVATIONS ARE EXISTING ELEVATIONS, UNLESS OTHERWISE NOTED.
 UTILITY LOCATIONS WERE OBTAINED FROM MUNICIPAL OFFICIALS AND RECORDS OF UTILITY COMPANIES, AND NO GUARANTEE CAN BE MADE TO THE COMPLETENESS, OR EXACTNESS OF LOCATION.

LEGEND

	MANHOLE		EXISTING SANITARY SEWER
	HYDRANT		EXISTING SAN. CLEAN OUT
	GATE VALVE		EXISTING WATER MAIN
	MANHOLE		EXISTING STORM SEWER
	CATCH BASIN		EX. R.Y. CATCH BASIN
	UTILITY POLE		EXISTING BURIED CABLES
	GUY POLE		OVERHEAD LINES
	GUY WIRE		LIGHT POLE
	SIGN		EXISTING GAS MAIN

SEAL

PROJECT
 The Tabernacle
 P.U.D.

CLIENT
 The Baptist Manor
 30301 W 13 Mile
 Farmington Hills, MI 48334

Contact:
 Ryan Doelle
 Phone: (248) 842-9106
 Email: r.doelle@thebaptistmanor.org

PROJECT LOCATION
 Part of the NE 1/4 of Section 11
 T.1N, R.9E
 City of Farmington Hills,
 Oakland County, Michigan

SHEET
 Boundary / Topographic /
 Tree Survey - West

DATE ISSUED/REVISED

10-23-24	REVISED PER P.C.
12-16-24	REVISED PER CLIENT
02-21-25	REVISED PER CLIENT

DRAWN BY:

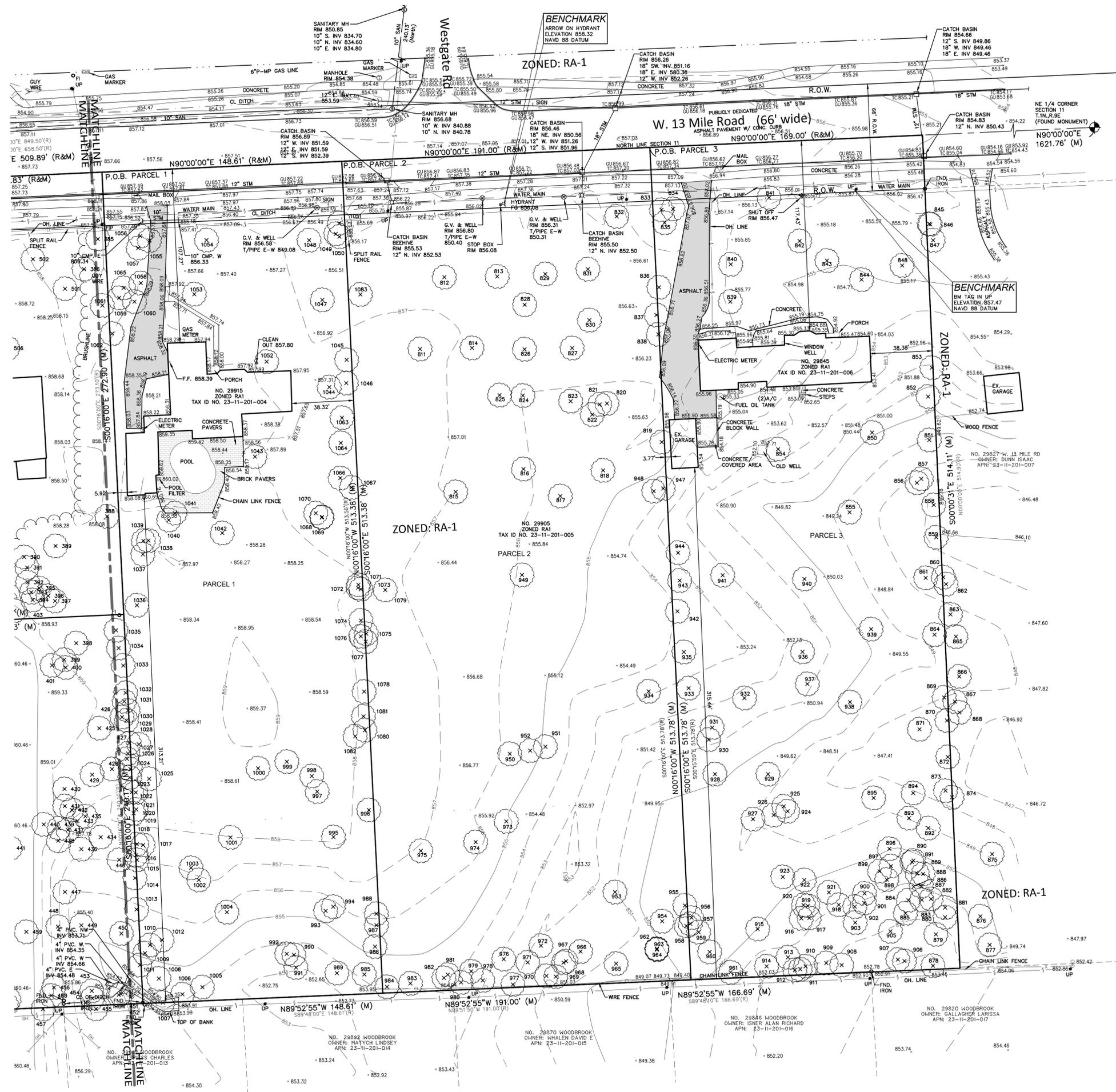
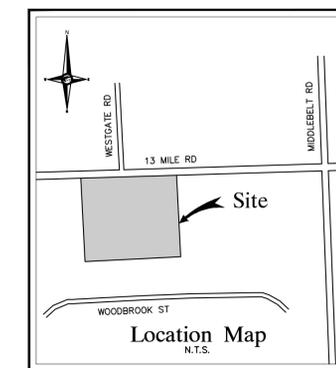
DESIGNED BY:

APPROVED BY:
 P. Williams

DATE:
 09-12-2024

SCALE: 1" = 30'

NFE JOB NO. 423-02 **SHEET NO.** SP-02



LEGAL DESCRIPTION

LAND IN THE CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MI, DESCRIBED AS FOLLOWS:

PARCEL 1:
TOWN 1 NORTH, RANGE 9 EAST, SECTION 11, PART OF THE NORTHEAST 1/4 BEGINNING AT A POINT DISTANT EAST 509.89 FEET FROM THE NORTH 1/4 CORNER, THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.20 FEET; THENCE SOUTH 89 DEGREES 48 MINUTES 00 SECONDS EAST 148.61 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET; THENCE WEST 148.61 FEET TO BEGINNING.

TAX ID NO. 23-11-201-004

PARCEL 2:
PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN, BEGINNING AT A POINT DISTANT EAST 658.50 FEET FROM THE NORTH 1/4 CORNER; THENCE EAST 191 FEET; THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.78 FEET; THENCE NORTH 89 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET TO BEGINNING.

TAX ID NO. 23-11-201-005

PARCEL 3:
THE WEST 1/2 OF THE FOLLOWING DESCRIBED PREMISES: PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, MICHIGAN, COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST 1/4 OF THE SAID SECTION 11; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 849.50 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 338.00 FEET; THENCE SOUTH 00 DEGREES 15 MINUTES 00 SECONDS WEST, A DISTANCE OF 514.90 FEET; THENCE NORTH 89 DEGREES 48 MINUTES 10 SECONDS WEST, A DISTANCE OF 333.38 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST, A DISTANCE OF 513.78 FEET TO THE POINT OF BEGINNING.

TAX ID NO. 23-11-201-006

BASIS OF BEARING NOTE

THE BASIS OF BEARING FOR THIS SURVEY WAS ESTABLISHED BY THE RECORD LEGAL DESCRIPTION.

ACCESS NOTE

THE SUBJECT LAND HAS DIRECT VEHICLE AND PEDESTRIAN ACCESS TO W. 13 MILE ROAD A PUBLICLY DEDICATED RIGHT OF WAY.

CEMETERY NOTE

THERE WAS NO OBSERVABLE EVIDENCE OF CEMETERIES OR BURIAL GROUNDS WITHIN THE SUBJECT PROPERTY.

UTILITY NOTE

ALL UTILITIES ARE UNDERGROUND UNLESS OTHERWISE NOTED. THE UTILITIES SHOWN ON THIS SURVEY WERE DETERMINED BY FIELD OBSERVATION. ALL LOCATIONS ARE APPROXIMATE. THE LOCATION OF ANY OTHER UNDERGROUND SERVICES WHICH MAY EXIST CAN ONLY BE DEPICTED IF A UTILITY PLAN IS FURNISHED TO THE SURVEYOR.

NOTE: DTE HAS NEW REGULATIONS THAT MAY IMPACT DEVELOPMENT OUTSIDE THEIR EASEMENT OR THE PUBLIC RIGHT OF WAY. CLIENT SHALL CONTACT DTE TO DETERMINE THE NEW STRUCTURES AND POWER LINE REQUIREMENTS AS THEY MAY APPLY TO ANY FUTURE BUILDING OR RENOVATION OF A STRUCTURE. DTE ENERGY CAN BE CONTACTED AT 800-477-4747

FLOOD HAZARD NOTE

THE PROPERTY DESCRIBED ON THIS SURVEY DOES NOT LIE WITHIN A SPECIAL FLOOD HAZARD AREA AS DEFINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY. THE PROPERTY LIES WITHIN ZONE X OF THE CURRENT AVAILABLE FLOOD INSURANCE RATE MAP IDENTIFIED AS MAP NO. 26125C0513F BEARING AN EFFECTIVE DATE OF 09-29-2006.

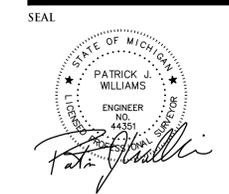
TOPOGRAPHIC SURVEY NOTES

ALL ELEVATIONS ARE EXISTING ELEVATIONS, UNLESS OTHERWISE NOTED.

UTILITY LOCATIONS WERE OBTAINED FROM MUNICIPAL OFFICIALS AND RECORDS OF UTILITY COMPANIES, AND NO GUARANTEE CAN BE MADE TO THE COMPLETENESS, OR EXACTNESS OF LOCATION.

LEGEND

—○—	MANHOLE	—○—	EXISTING SANITARY SEWER
—○—	HYDRANT	—○—	EXISTING SAN. CLEAN OUT
—○—	MANHOLE	—○—	EXISTING WATER MAIN
—○—	UTILITY POLE	—○—	EXISTING STORM SEWER
—○—	GUY POLE	—○—	EX. R.Y. CATCH BASIN
—○—	GUY WIRE	—○—	EXISTING BURIED CABLES
—○—		—○—	OVERHEAD LINES
—○—		—○—	LIGHT POLE
—○—		—○—	SIGN
—○—		—○—	EXISTING GAS MAIN



PROJECT
Mulberry Park
P.U.D.

CLIENT
Schafer Development
31400 Northwestern
Highway, Suite H
Farmington Hills, MI 48334

Contact:
Spencer Schafer
Tel. (248) 613-6262

PROJECT LOCATION
Part of the NE 1/4
of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

SHEET
Boundary / Topographic /
Tree Survey - East



DATE	ISSUED/REVISED
10-23-24	REVISED PER P.C.
12-16-24	REVISED PER CLIENT
02-21-25	REVISED PER CLIENT

DRAWN BY:

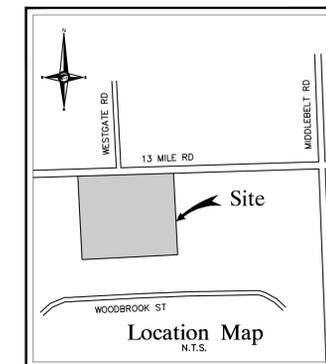
DESIGNED BY:

APPROVED BY:
P. Williams

DATE:
09-12-2024

SCALE: 1" = 30'

NFE JOB NO. 423-04 **SHEET NO.** SP-03



LEGAL DESCRIPTIONS (DEVON TITLE AGENCY)

Land situated in the City of Farmington Hills, County of Oakland, State of MI described as follows:

PARCEL 1: Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, described as: Beginning at a point located due East from the Northwest corner of the Northeast 1/4, Section 11, Town 1 North, Range 9 East; thence due East 169.96 feet; thence South 0°16'00" East, 512.80 feet; thence North 89°51'50" West 169.96 feet; thence North 0°16'00" West 512.40 feet to the point of beginning.

PARCEL 2: That part of the Northeast 1/4 of Section 11, Town 1 North Range 9 East, described as: Beginning at a point located due East along the North Section line, 340.06 feet and South 0°16' East 272.9 feet from the North 1/4 corner; thence South 0°16' East 209.9 feet; thence South 89°51'50" East 169.83 feet; thence North 0°16' West 240.1 feet; thence Westerly to the point of beginning, together with a 20 foot easement for water line utilities and ingress and egress over the East 20 feet of the Northernly 273.1 feet of the East 2 acres of the West 8 acres of the following described Parcel: Beginning at the North 1/4 corner of said Section; thence South 0°16' East 512 feet; thence North 89°51'50" East 849.50 feet; thence North 0°16' West 514 feet; thence due West 849.50 feet along the North Section line to the point of beginning.

PARCEL 3: Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, more particularly described as follows: Beginning at the Northwest corner of the Northeast 1/4 of the said Section 11, Town 1 North, Range 9 East; thence due East along the centerline of the 13 Mile Road a distance of 170.10 feet; thence North 0°16'00" West 512.40 feet; thence North 89°51'50" West a distance of 170.10 feet; thence North 0°16'00" West a distance of 512.00 feet to the point of beginning.

Commonly known as: 30115 West 13 Mile Road and Vacant Parcels, Farmington Hills, MI 48334-2205
Tax ID: 23-11-201-001; 23-11-201-002 & 23-11-201-021

PARCEL 23-11-201-020
Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East: Beginning at a point distant East 340.06 feet and South 0°16'00" East 272.90 feet from the North 1/4 corner; thence North 0°16'00" West 272.90 feet; thence East 169.83 feet; thence South 0°16'00" East 273.10 feet; thence West 159.83 feet to beginning.

Commonly known as: 30005 W. 13 Mile Road, Farmington Hills, MI 48334
Parcel ID: 23-11-201-020

SITE DATA

PARCEL 1 GROSS LAND AREA: 87.111 S.F. OR 1.200 ACRES.
PARCEL 2 GROSS LAND AREA: 40,757 S.F. OR 0.936 ACRES.
PARCEL 3 GROSS LAND AREA: 87,433 S.F. OR 2.007 ACRES.
PARCEL -020 GROSS LAND AREA: 46,346 S.F. OR 1.064 ACRES.

ZONED: RA1 (RESIDENTIAL DISTRICT)
BUILDING SETBACKS:
FRONT= 40'
SIDES= ONE 10'/25' TWO REAR= 35'

MAX. LOT COVERAGE = 25% PROVIDED COVERAGE = 23%

MAX. BUILDING HEIGHT PERMITTED: N/A

TOTAL STRIPPED PARKING: 0 STRIPPED SPACES INCLUDING 0 BARRIER FREE (HANDICAP) SPACES.

THE ABOVE ZONING AND ZONING REQUIREMENTS WERE OBTAINED FROM THE CITY OF FARMINGTON HILLS ONLINE ZONING MAP AND ZONING ORDINANCE.

NOTE: THE SETBACKS & HEIGHT RESTRICTIONS NOTED ABOVE ARE FOR REFERENCE PURPOSES ONLY AND SHOULD NOT BE USED FOR DESIGN OR CONSTRUCTION AND SHOULD NOT BE USED TO DETERMINE COMPLIANCE. A SURVEYOR CANNOT MAKE A CERTIFICATION ON THE BASIS OF AN INTERPRETATION OR OPINION OF ANOTHER PARTY. A ZONING ENDORSEMENT LETTER SHOULD BE OBTAINED FROM FARMINGTON HILLS TO INSURE CONFORMITY AS WELL AS MAKE A FINAL DETERMINATION OF THE REQUIRED BUILDING SETBACK & HEIGHT REQUIREMENTS.

PAVING LEGEND

	PROPOSED CONCRETE PAVEMENT
	PROPOSED ASPHALT PAVEMENT

LEGEND

	EXISTING SANITARY SEWER
	SAN. CLEAN OUT
	EXISTING WATERMAIN
	EXISTING STORM SEWER
	EX. R. Y. CATCH BASIN
	EXISTING BURIED CABLES
	OVERHEAD LINES
	LIGHT POLE
	SIGN
	EXISTING GAS MAIN
	PR. SANITARY SEWER
	PR. WATER MAIN
	PR. STORM SEWER
	PR. R. Y. CATCH BASIN
	PROPOSED LIGHT POLE
	PR. TOP OF CURB ELEVATION
	PR. GUTTER ELEVATION
	PR. TOP OF WALK ELEVATION
	PR. TOP OF PWMT. ELEVATION
	FINISH GRADE ELEVATION

SEAL



PROJECT

The Tabernacle
P.U.D.

CLIENT

The Baptist Manor
30301 W 13 Mile
Farmington Hills, MI 48334

Contact:

Ryan Doelle
Phone: (248) 842-9106
Email: r.doelle@the-baptistmanor.org

PROJECT LOCATION

Part of the NE 1/4 of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

SHEET

General Site Plan - West



Know what's below
Call before you dig.

DATE ISSUED/REVISED

10-23-24 REVISED PER P.C.
12-16-24 REVISED PER P.C.
02-21-25 REVISED PER CLIENT

DRAWN BY:

A. Wiseman

DESIGNED BY:

A. Wiseman

APPROVED BY:

P. Williams

DATE:

09-12-2024

SCALE: 1" = 30'

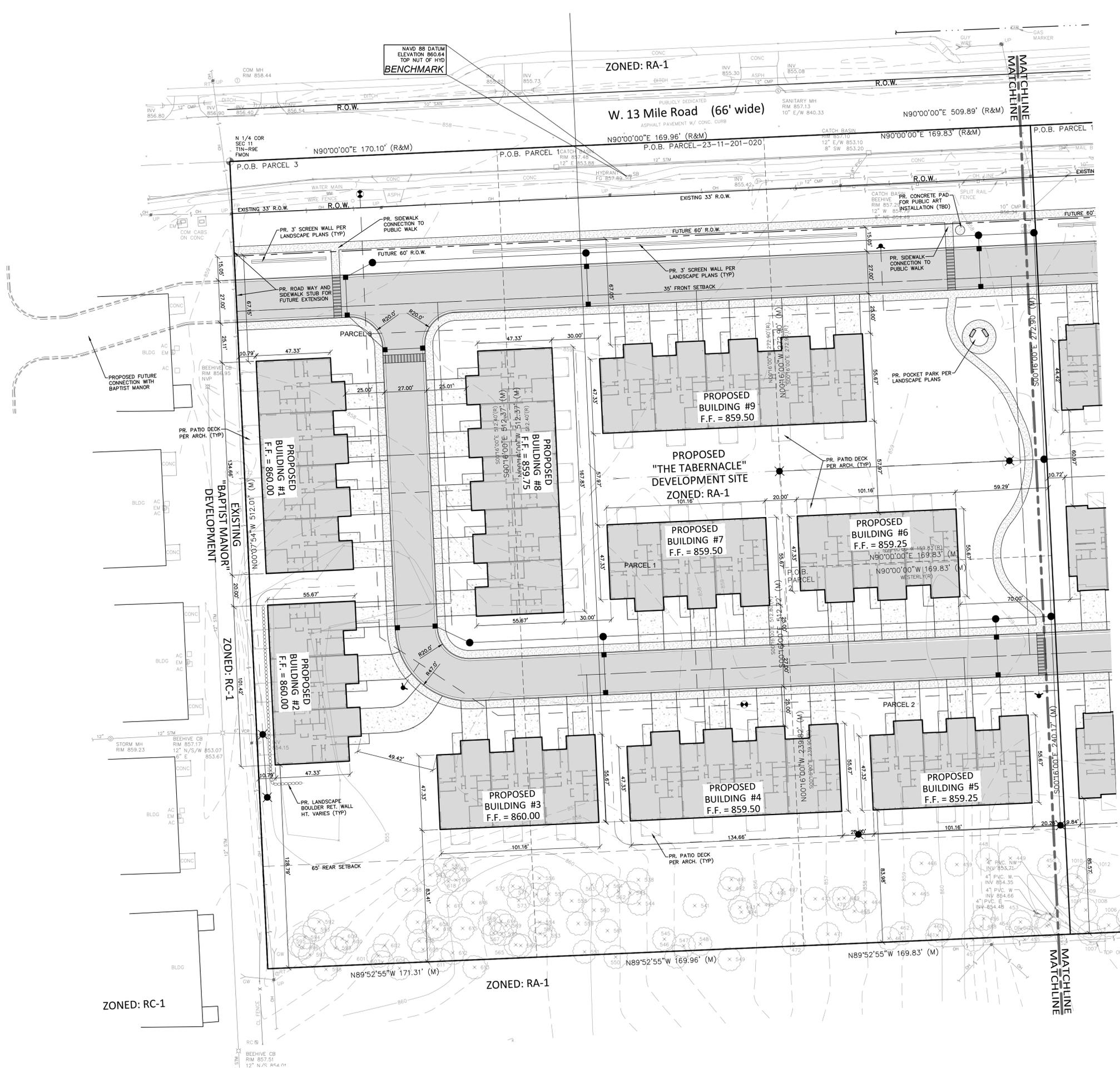
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NFE JOB NO.

N423-02

SHEET NO.

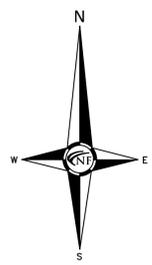
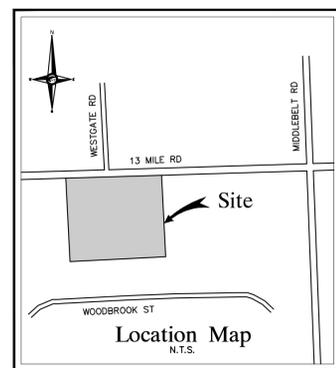
SP-04





CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

NOWAK & FRAUS ENGINEERS
4677 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257
WWW.NFE-ENGR.COM



LEGAL DESCRIPTION

LAND IN THE CITY OF FARMINGTON HILLS, OKLAHOMA COUNTY, MI, DESCRIBED AS FOLLOWS:

PARCEL 1:
TOWN 1 NORTH, RANGE 9 EAST, SECTION 11, PART OF THE NORTHEAST 1/4 BEGINNING AT A POINT DISTANT EAST 509.89 FEET FROM THE NORTH 1/4 CORNER, THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.20 FEET; THENCE SOUTH 89 DEGREES 48 MINUTES 00 SECONDS EAST 513.78 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET; THENCE WEST 148.61 FEET TO BEGINNING.
TAX ID NO. 23-11-201-004

PARCEL 2:
PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, CITY OF FARMINGTON HILLS, OKLAHOMA COUNTY, MICHIGAN, BEGINNING AT A POINT DISTANT EAST 658.50 FEET FROM THE NORTH 1/4 CORNER; THENCE EAST 191 FEET; THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.78 FEET; THENCE NORTH 89 DEGREES 51 MINUTES 50 SECONDS WEST 191 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET TO BEGINNING.
TAX ID NO. 23-11-201-005

PARCEL 3:
THE WEST 1/2 OF THE FOLLOWING DESCRIBED PREMISES: PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, MICHIGAN; COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST 1/4 OF THE SAID SECTION 11; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 849.50 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 338.00 FEET; THENCE SOUTH 00 DEGREES 15 MINUTES 00 SECONDS WEST, A DISTANCE OF 514.90 FEET; THENCE NORTH 89 DEGREES 48 MINUTES 10 SECONDS WEST, A DISTANCE OF 333.38 FEET; THENCE NORTH 00 DEGREES 15 MINUTES 50 SECONDS WEST, A DISTANCE OF 513.78 FEET TO THE POINT OF BEGINNING.
TAX ID NO. 23-11-201-006

BASIS OF BEARING NOTE
THE BASIS OF BEARING FOR THIS SURVEY WAS ESTABLISHED BY THE RECORD LEGAL DESCRIPTION.

SITE DATA
PARCEL 1 GROSS LAND AREA: 76,269 S.F. OR 1.750 ACRES.
PARCEL 2 GROSS LAND AREA: 86,091 S.F. OR 2.250 ACRES.
PARCEL 3 GROSS LAND AREA: 86,259 S.F. OR 1.980 ACRES.

ZONED: RA1 (RESIDENTIAL DISTRICT)
BUILDING SETBACKS:
FRONT= 40'
SIDES= ONE 10'/25' TWO
REAR= 35'

MAX. LOT COVERAGE = 25% PROVIDED COVERAGE = 19%
MAX. BUILDING HEIGHT PERMITTED: N/A
TOTAL STRIPED PARKING: 0 STRIPED SPACES INCLUDING 0 BARRIER FREE (HANDICAP) SPACES.

THE ABOVE ZONING AND ZONING REQUIREMENTS WERE OBTAINED FROM THE CITY OF FARMINGTON HILLS ONLINE ZONING MAP AND ZONING ORDINANCE.

NOTE: THE SETBACKS & HEIGHT RESTRICTIONS NOTED ABOVE ARE FOR REFERENCE PURPOSES ONLY AND SHOULD NOT BE USED FOR DESIGN OR CONSTRUCTION AND SHOULD NOT BE USED TO DETERMINE COMPLIANCE. A SURVEYOR CANNOT MAKE A CERTIFICATION ON THE BASIS OF AN INTERPRETATION OR OPINION OF ANOTHER PARTY. A ZONING ENDORSEMENT LETTER SHOULD BE OBTAINED FROM FARMINGTON HILLS TO INSURE CONFORMITY AS WELL AS MAKE A FINAL DETERMINATION OF THE REQUIRED BUILDING SETBACK & HEIGHT REQUIREMENTS.

PAVING LEGEND

	PROPOSED CONCRETE PAVEMENT
	PROPOSED ASPHALT PAVEMENT

LEGEND

	EXISTING SANITARY SEWER
	SAN. CLEAN OUT
	EXISTING WATERMAIN
	EXISTING STORM SEWER
	EX. R. Y. CATCH BASIN
	EXISTING BURIED CABLES
	OVERHEAD LINES
	LIGHT POLE
	SIGN
	EXISTING GAS MAIN
	PR. SANITARY SEWER
	PR. WATER MAIN
	PR. STORM SEWER
	PR. R. Y. CATCH BASIN
	PROPOSED LIGHT POLE
	PR. TOP OF CURB ELEVATION
	PR. GUTTER ELEVATION
	PR. TOP OF WALK ELEVATION
	PR. TOP OF PWMT. ELEVATION
	FINISH GRADE ELEVATION

811
Know what's below
Call before you dig.

DATE ISSUED/REVISED
10-23-24 REVISED PER P.C.
12-16-24 REVISED PER CLIENT
02-21-25 REVISED PER CLIENT

DRAWN BY:
A. Wiseman

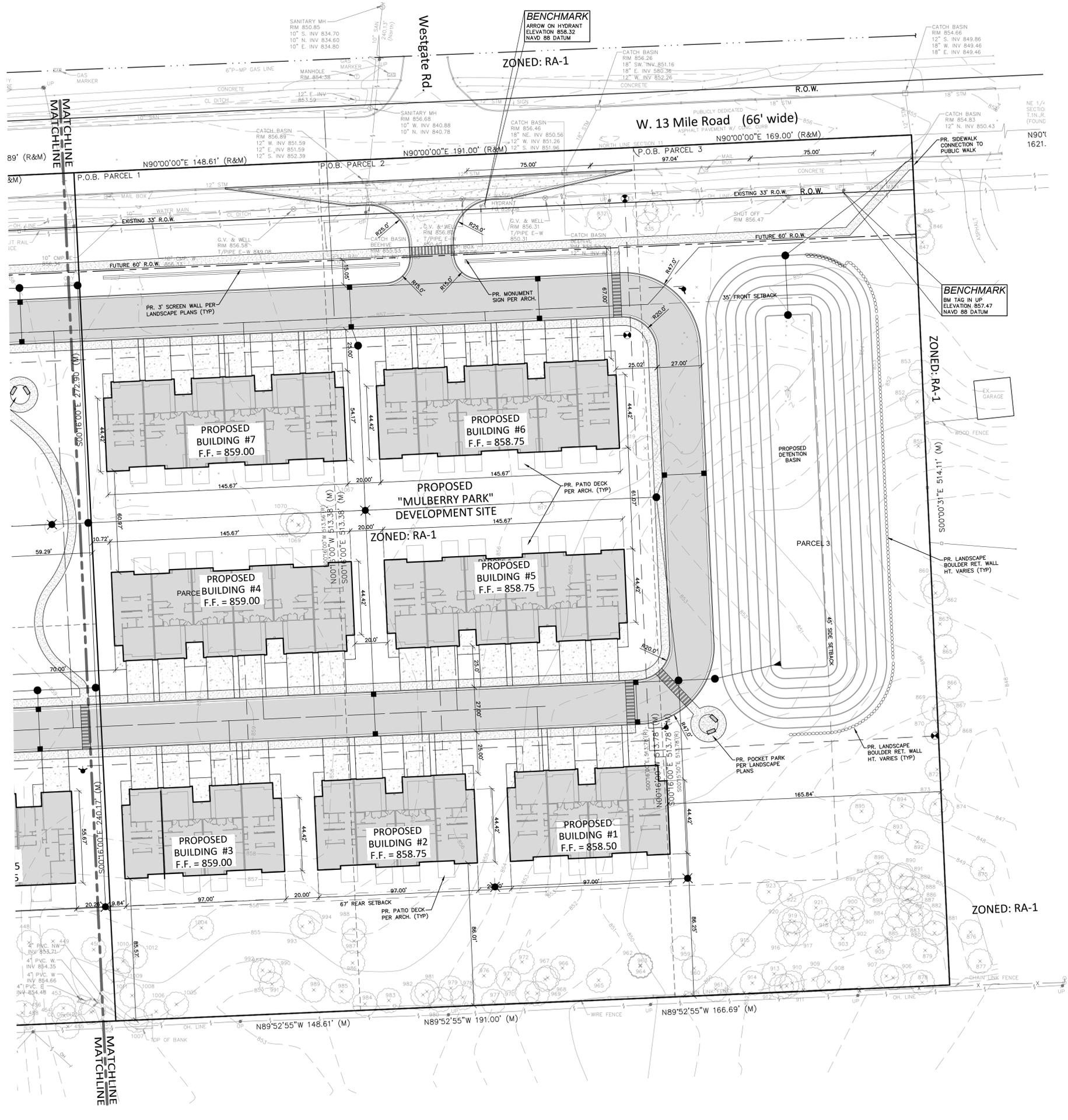
DESIGNED BY:
A. Wiseman

APPROVED BY:
P. Williams

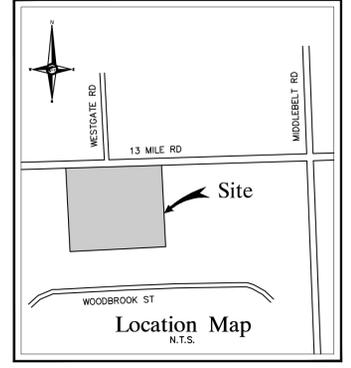
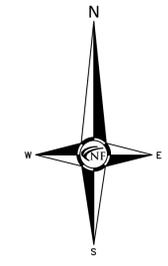
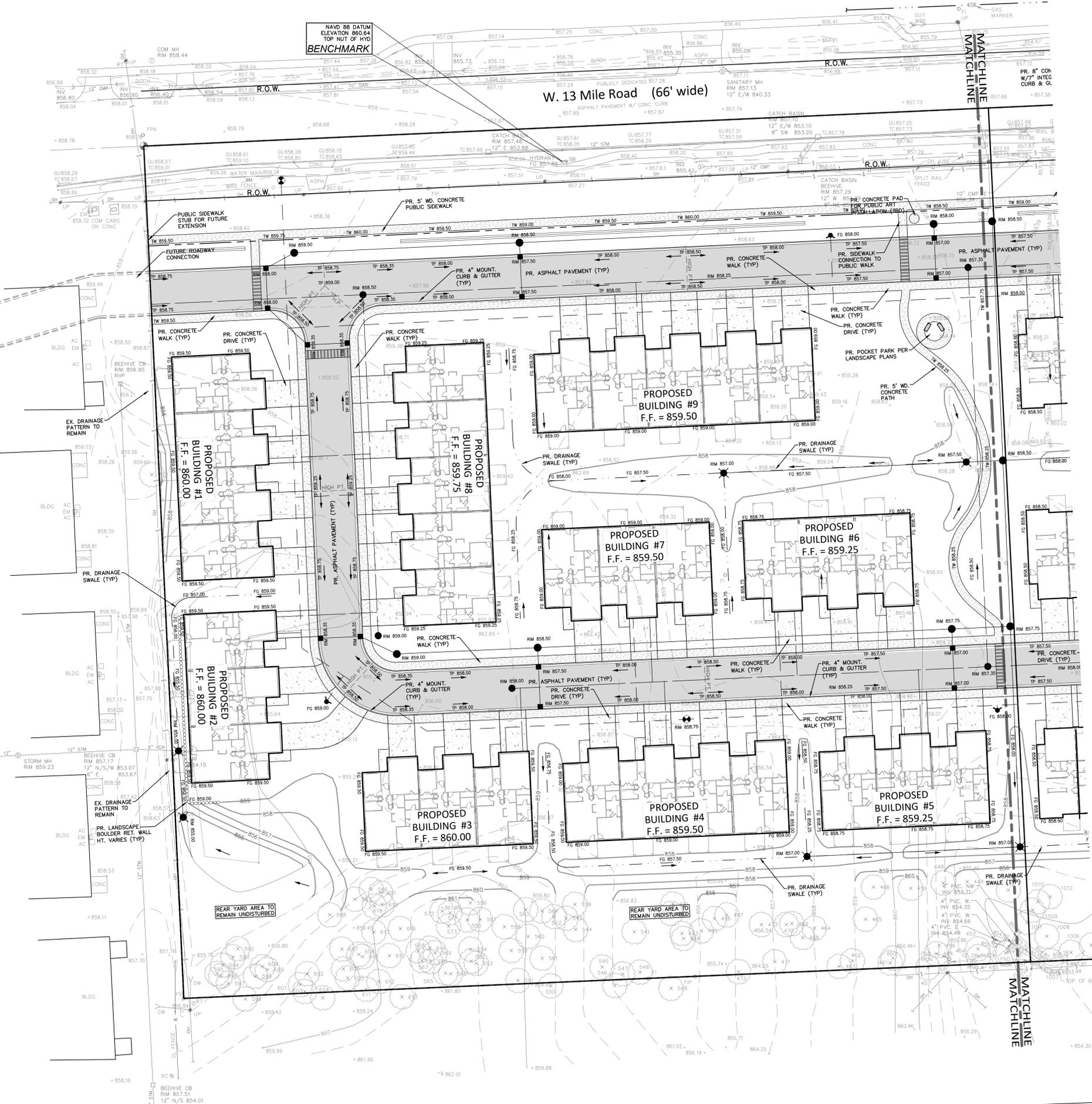
DATE:
09-12-2024

SCALE: 1" = 30'

NFE JOB NO. SHEET NO.
N423-04 SP-05

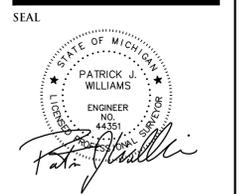


Westgate Rd. ZONED: RA-1
W. 13 Mile Road (66' wide)
N90°00'00"E 169.00' (R&M)
N90°00'00"E 148.61' (R&M)
N90°00'00"E 191.00' (R&M)
N90°00'00"E 191.00' (M)
N89°52'55"W 148.61' (M)
N89°52'55"W 191.00' (M)
N89°52'55"W 166.69' (M)



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 WWW.NFE-ENGR.COM



PROJECT
 The Tabernacle
 P.U.D.

CLIENT
 The Baptist Manor
 30301 W 13 Mile
 Farmington Hills, MI 48334

Contact:
 Ryan Doelle
 Phone: (248) 842-9106
 Email: r.doelle@thebaptistmanor.org

PROJECT LOCATION
 Part of the NE 1/4
 of Section 11
 T.1N, R.9E
 City of Farmington Hills,
 Oakland County, Michigan

SHEET
 Paving and Grading
 Plan - West



DATE	ISSUED/REVISED
10-23-24	REVISED PER P.C.
12-16-24	REVISED PER CLIENT
02-21-25	REVISED PER CLIENT

DRAWN BY:
 A. Wiseman

DESIGNED BY:
 A. Wiseman

APPROVED BY:
 P. Williams

DATE:
 09-12-2024

SCALE: 1" = 30'

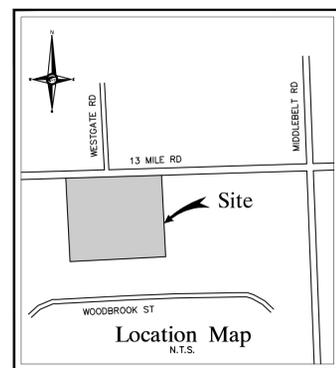
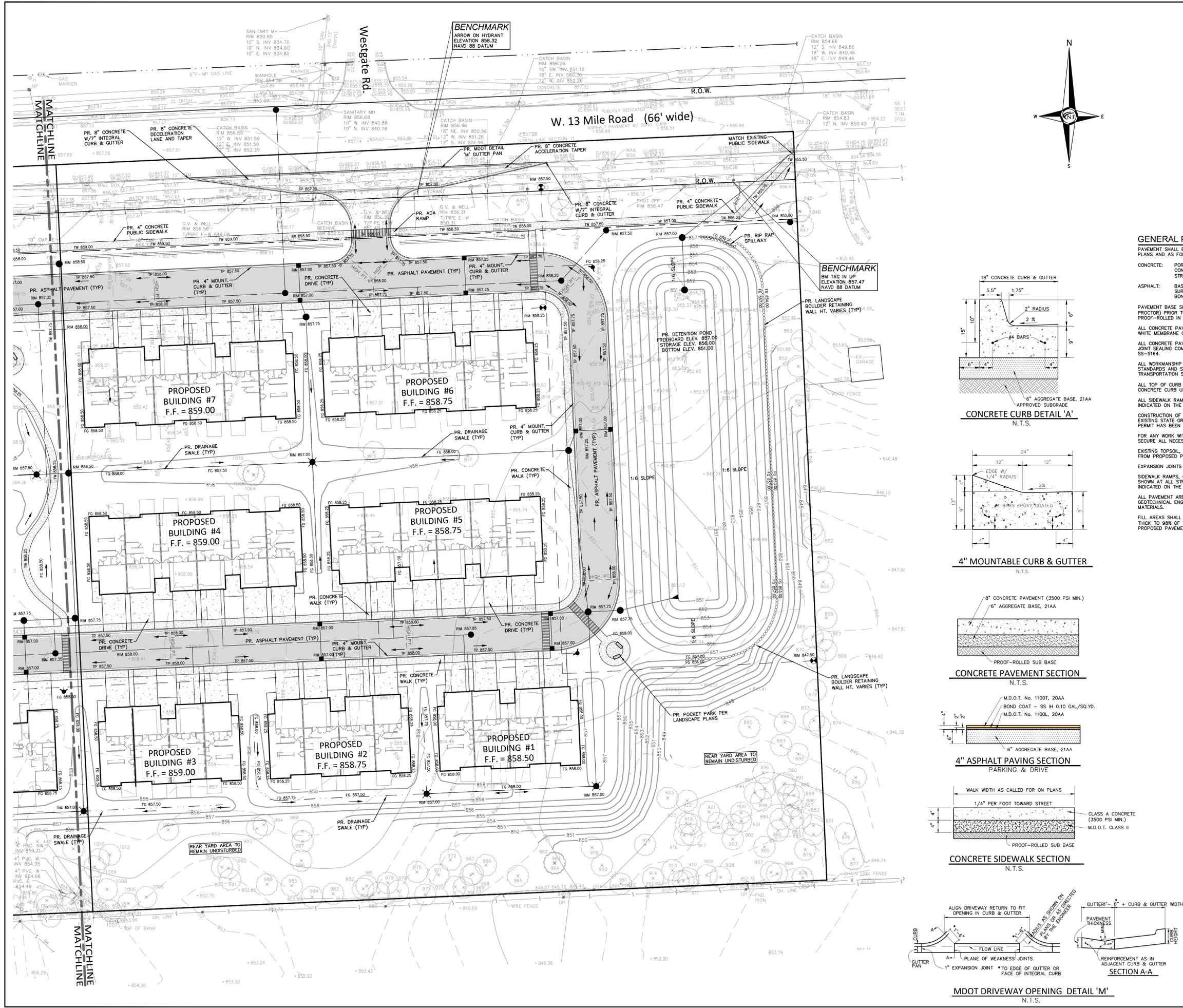
NFE JOB NO. SHEET NO.
N423-02 SP-06

PAVING LEGEND

	PROPOSED CONCRETE PAVEMENT
	PROPOSED ASPHALT PAVEMENT

LEGEND

	MANHOLE		EXISTING SANITARY SEWER
	HYDRANT		GATE VALVE
	MANHOLE CATCH BASIN		EXISTING WATERMAIN
	UTILITY POLE		EXISTING STORM SEWER
	GUY WIRE		EX. R. Y. CATCH BASIN
	LIGHT POLE		EXISTING BURIED CABLES
	SIGN		OVERHEAD LINES
	EXISTING GAS MAIN		MANHOLE
	PR. SANITARY SEWER		GATE VALVE
	PR. WATER MAIN		MANHOLE
	PR. STORM SEWER		MANHOLE
	PR. R. Y. CATCH BASIN		PROPOSED LIGHT POLE
	PR. TOP OF CURB ELEVATION		PR. GUTTER ELEVATION
	PR. TOP OF WALK ELEVATION		PR. TOP OF P.W.M. ELEVATION
	FINISH GRADE ELEVATION		



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GENERAL PAVING NOTES

PAVEMENT SHALL BE OF THE TYPE, THICKNESS AND CROSS SECTION AS INDICATED ON THE PLANS AND AS FOLLOWS:

CONCRETE: PORTLAND CEMENT TYPE IA (AIR-ENTRAINED) WITH A MINIMUM CEMENT CONTENT OF SIX SACKS PER CUBIC YARD, MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 3,500 PSI AND A SLUMP OF 1 1/2 TO 3 INCHES.

ASPHALT: BASE COURSE - MDOT BITUMINOUS MIXTURE HMA, 4E ML; SURFACE COURSE - MDOT BITUMINOUS MIXTURE HMA, 5E ML; BOND COAT - MDOT SS-1H EMULSION AT 0.10 GALLON PER SQUARE YARD;

PAVEMENT BASE SHALL BE COMPACTED TO 95% OF THE MAXIMUM DENSITY (MODIFIED PROCTOR) PRIOR TO PLACEMENT OF PROPOSED PAVEMENT. EXISTING SUB-BASE SHALL BE PROOF-ROLLED IN THE PRESENCE OF THE ENGINEER TO DETERMINE STABILITY.

ALL CONCRETE PAVEMENT, DRIVEWAYS, CURB & GUTTER, ETC., SHALL BE SPRAY CURED WITH WHITE MEMBRANE CURING COMPOUND IMMEDIATELY FOLLOWING FINISHING OPERATION.

ALL CONCRETE PAVEMENT JOINTS SHALL BE FILLED WITH HOT POURED RUBBERIZED ASPHALT JOINT SEALING COMPOUND IMMEDIATELY AFTER SAWCUT OPERATION. FEDERAL SPECIFICATION SS-5164.

ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH THE CURRENT STANDARDS AND SPECIFICATIONS OF THE MUNICIPALITY AND THE MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

ALL TOP OF CURB ELEVATIONS, AS SHOWN ON THE PLANS, ARE CALCULATED FOR A 6" CONCRETE CURB UNLESS OTHERWISE NOTED.

ALL SIDEWALK RAMP, CONFORMING TO PUBLIC ACT NO. 8, 1993, SHALL BE INSTALLED AS INDICATED ON THE PLANS.

CONSTRUCTION OF A NEW OR RECONSTRUCTED DRIVE APPROACH CONNECTING TO AN EXISTING STATE OR COUNTY ROADWAY SHALL BE ALLOWED ONLY AFTER AN APPROVED PERMIT HAS BEEN SECURED FROM THE AGENCY HAVING JURISDICTION OVER SAID ROADWAY.

FOR ANY WORK WITHIN THE PUBLIC RIGHT-OF-WAY, THE CONTRACTOR SHALL PAY FOR AND SECURE ALL NECESSARY PERMITS AND LIKewise ARRANGE FOR ALL INSPECTION.

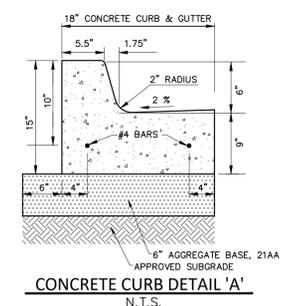
EXISTING TOPSOIL, VEGETATION AND ORGANIC MATERIALS SHALL BE STRIPPED AND REMOVED FROM PROPOSED PAVEMENT AREA PRIOR TO PLACEMENT OF BASE MATERIALS.

EXPANSION JOINTS SHOULD BE INSTALLED AT THE END OF ALL INTERSECTION RADII.

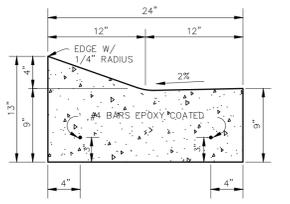
SIDEWALK RAMP, CONFORMING TO PUBLIC ACT NO. 8, 1973, SHALL BE INSTALLED AS SHOWN AT ALL STREET INTERSECTIONS AND AT ALL BARRIER FREE PARKING AREAS AS INDICATED ON THE PLANS.

ALL PAVEMENT AREAS SHALL BE PROOF-ROLLED UNDER THE SUPERVISION OF A GEOTECHNICAL ENGINEER PRIOR TO THE PLACEMENT OF BASE MATERIALS AND PAVING MATERIALS.

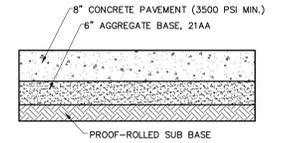
FILL AREAS SHALL BE MACHINE COMPACTED IN UNIFORM LIFTS NOT EXCEEDING 9 INCHES THICK TO 98% OF THE MAXIMUM DENSITY (MODIFIED PROCTOR) PRIOR TO PLACEMENT OF PROPOSED PAVEMENT.



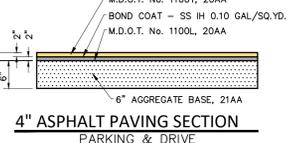
CONCRETE CURB DETAIL 'A' N.T.S.



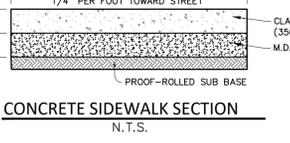
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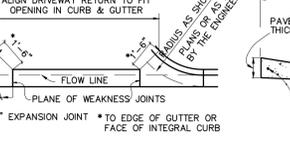
CONCRETE PAVEMENT SECTION N.T.S.



4\"/>



CONCRETE SIDEWALK SECTION N.T.S.



MDOT DRIVEWAY OPENING DETAIL 'M' N.T.S.

PAVING LEGEND

	PROPOSED CONCRETE PAVEMENT
	PROPOSED ASPHALT PAVEMENT

LEGEND

	EXISTING SANITARY SEWER
	SAN. CLEAN OUT
	EXISTING WATERMAIN
	EXISTING STORM SEWER
	EX. R. Y. CATCH BASIN
	EXISTING BURIED CABLES
	OVERHEAD LINES
	LIGHT POLE
	SIGN
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	PR. TOP OF CURB ELEVATION
	PR. GUTTER ELEVATION
	PR. TOP OF WALK ELEVATION
	PR. TOP OF PWMT. ELEVATION
	FINISH GRADE ELEVATION

SEAL



PROJECT
 Mulberry Park
 P.U.D.

CLIENT
 Schafer Development
 31400 Northwestern
 Highway, Suite H
 Farmington Hills, MI 48334

Contact:
 Spencer Schafer
 Tel. (248) 613-6262

PROJECT LOCATION
 Part of the NE 1/4
 of Section 11
 T.1N, R.9E
 City of Farmington Hills,
 Oakland County, Michigan

SHEET
 Paving and Grading
 Plan - East

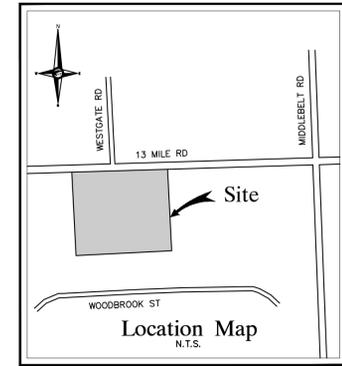
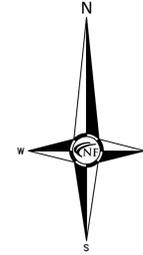
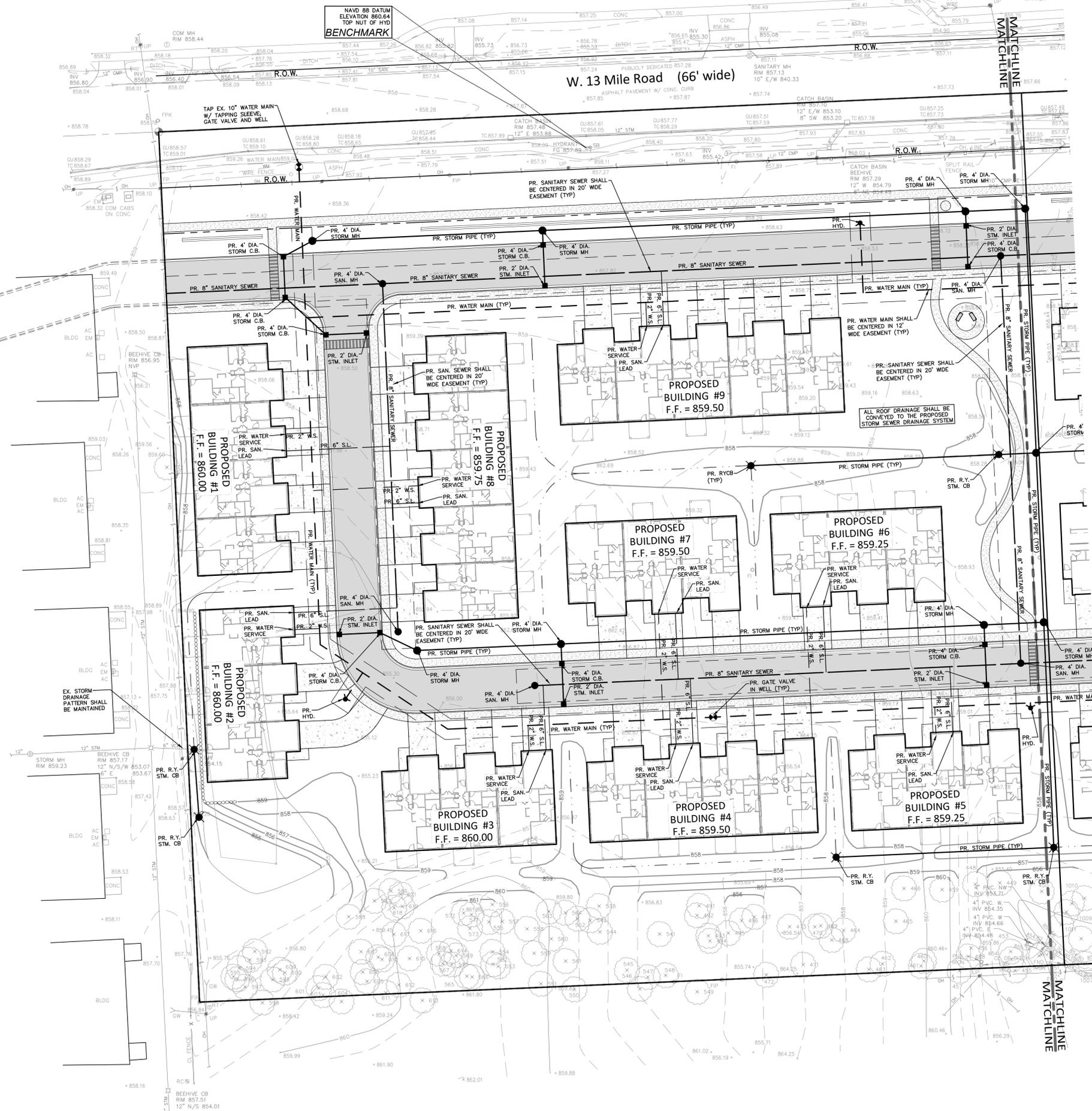


DATE	ISSUED/REVISED
10-23-24	REVISED PER P.C.
12-16-24	REVISED PER CLIENT
02-21-25	REVISED PER CLIENT

DRAWN BY:
 A. Wiseman
 DESIGNED BY:
 A. Wiseman
 APPROVED BY:
 P. Williams

DATE:
 09-12-2024

SCALE: 1" = 30'
 NFE JOB NO. SHEET NO.
 N423-04 SP-07



NF ENGINEERS
CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

NOWAK & FRAUS ENGINEERS
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TEL. (248) 332-7931
FAX. (248) 332-8257
WWW.NFE-ENGR.COM

SEAL

PATRICK J. WILLIAMS
ENGINEER NO. 44351
STATE OF MICHIGAN

PROJECT
The Tabernacle
P.U.D.

CLIENT
The Baptist Manor
30301 W 13 Mile
Farmington Hills, MI 48334

Contact:
Ryan Doelle
Phone: (248) 842-9106
Email: r.doelle@thebaptistmanor.org

PROJECT LOCATION
Part of the NE 1/4
of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

SHEET
Utility Plan - West



LEGEND

MANHOLE	EXISTING SANITARY SEWER
HYDRANT	SAN. CLEAN OUT
MANHOLE	EXISTING WATERMAIN
MANHOLE	CATCH BASIN
UTILITY POLE	EXISTING STORM SEWER
UTILITY POLE	EX. R. Y. CATCH BASIN
UTILITY POLE	EXISTING BURIED CABLES
UTILITY POLE	GUY WIRE
UTILITY POLE	OVERHEAD LINES
UTILITY POLE	GUY WIRE
UTILITY POLE	SIGN
UTILITY POLE	EXISTING GAS MAIN
C.O.	MANHOLE
HYDRANT	GATE VALVE
INLET	C.B.
INLET	MANHOLE
INLET	PR. SANITARY SEWER
INLET	PR. WATER MAIN
INLET	PR. STORM SEWER
INLET	PR. R. Y. CATCH BASIN
INLET	PROPOSED LIGHT POLE
INLET	PR. TOP OF CURB ELEVATION
INLET	PR. GUTTER ELEVATION
INLET	PR. TOP OF WALK ELEVATION
INLET	PR. TOP OF PWMT. ELEVATION
INLET	FINISH GRADE ELEVATION

DATE ISSUED/REVISED
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12-16-24 REVISED PER CLIENT
02-21-25 REVISED PER CLIENT

DRAWN BY:
A. Wiseman

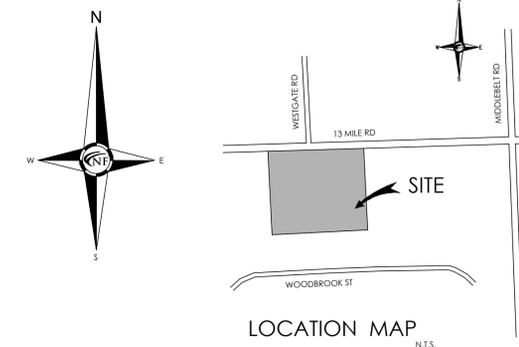
DESIGNED BY:
A. Wiseman

APPROVED BY:
P. Williams

DATE:
09-12-2024

SCALE: 1" = 30'

NFE JOB NO. SHEET NO.
N423-02 SP-08



LANDSCAPE REQUIREMENTS

LANDSCAPE BUFFERYARD
2 CANOPY TREES / 100 LF
4 SUBCANOPY TREES PER 100 LF
2 EVERGREEN TREES PER 100 LF
6 LARGE SHRUBS PER 100 LF

SOUTH PROPERTY LINE: S11.10 LF. (THIS SHEET ONLY)
MULTIPLIER: 0.6 (72 SETBACK)
REQUIRED:
CANOPY TREES: 5.11 X 2 = 10.22 CANOPY TREES X 0.6 = 6 CANOPY TREES
SUBCANOPY: 5.11 X 4 = 20.44 SUBCANOPY TREES X 0.6 = 12 SUBCANOPY TREES
EVERGREEN: 5.11 X 2 = 10.22 EVERGREEN TREES X 0.6 = 6 EVERGREEN TREES
LARGE SHRUBS: 5.11 X 6 = 30.66 SHRUBS X 0.6 = 18 SHRUBS REQUIRED

PROVIDED: 70 EXISTING TREES AND UNDERSTORY VEGETATION TO REMAIN TO FULFILL THE BUFFERYARD REQUIREMENTS

TREE REPLACEMENT REQUIREMENTS
REQUIRED: 251 TREES REQUIRED
PROVIDED: 192 TREES PROVIDED, 59 TREES TO BE PLANTED ON BAPTIST MANOR PROPERTY

GENERAL LANDSCAPE NOTES

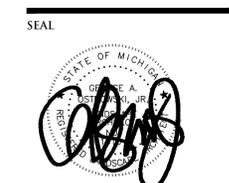
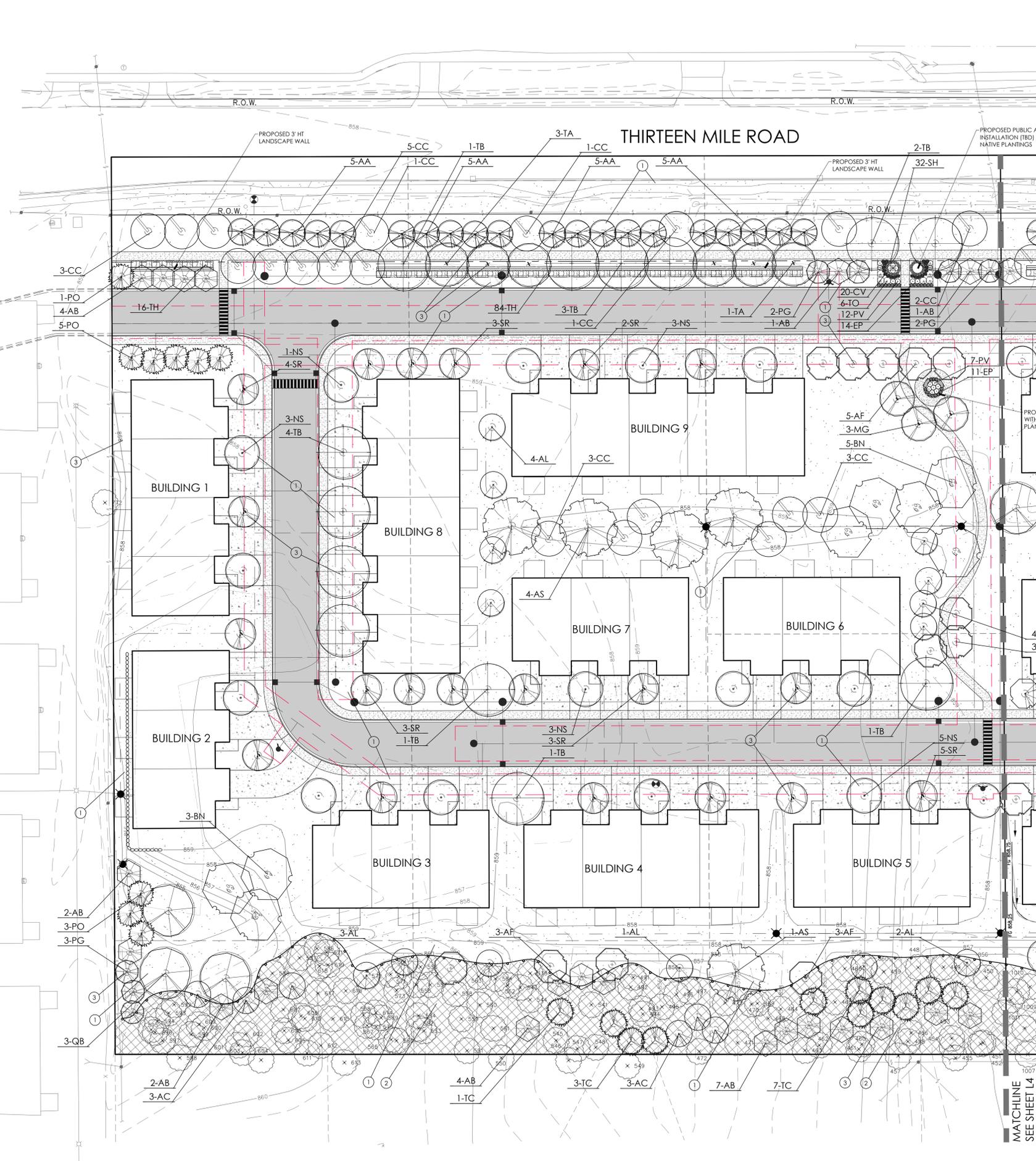
- LANDSCAPE CONTRACTOR SHALL VISIT SITE, INSPECT EXISTING CONDITIONS AND REVIEW PROPOSED PLANTING AND RELATED WORK. IN CASE OF DISCREPANCY BETWEEN PLAN AND FIELD, THE PLAN SHALL GOVERN. QUANTITIES, CONTACT THE LANDSCAPE ARCHITECT WITH ANY CONCERNS.
- THE CONTRACTOR SHALL VERIFY LOCATIONS OF ALL ON-SITE UTILITIES PRIOR TO BEGINNING CONSTRUCTION. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE OR INTERRUPTION OF SERVICES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- THE CONTRACTOR SHALL COORDINATE ALL RELATED ACTIVITIES WITH OTHER TRADES, AND SHALL REPORT ANY BRACED/SITE CONDITIONS TO THE OWNER'S REPRESENTATIVE PRIOR TO COMMENCEMENT.
- PLANTS SHALL BE FULLY BRANCHED, AND IN HEALTHY VIGOROUS GROWING CONDITION.
- PLANTS SHALL BE WATERED BEFORE AND AFTER PLANTING IS COMPLETE. ALL TREES MUST BE STAKED, FERTILIZED AND MULCHED AND SHALL BE GUARANTEED TO EXHIBIT A NORMAL GROWTH CYCLE FOR AT LEAST ONE (1) YEAR FOLLOWING PLANTING.
- ALL MATERIAL SHALL CONFORM TO THE GUIDELINES ESTABLISHED IN THE MOST RECENT EDITION OF THE "AMERICAN STANDARDS FOR NURSERY STOCK".
- CONTRACTOR WILL SUPPLY FINISHED GRADE AND EXCAVATE AS NECESSARY TO SUPPLY PLANT MIX DEPTH IN ALL PLANTING BEES AS INDICATED IN PLANT DETAILS AND A DEPTH OF 8" IN ALL LAWN AREAS.
- PROVIDE CLEAN BACKFILL SOIL, USING MATERIAL STOCKPILED ON SITE. SOIL SHALL BE SCREENED AND FREE OF DEBRIS, FOREIGN MATERIAL, AND STONE.
- SLOW RELEASE FERTILIZER SHALL BE ADDED TO THE PLANT PITS BEFORE BEING BACKFILLED. APPLICATION SHALL BE AT THE MANUFACTURER'S RECOMMENDED RATE.
- MULCHED PLANT MIX (PREPARED TOPSOIL) SHALL CONSIST OF: 1/3 SCREENED TOPSOIL, 1/3 SAND, AND 1/3 "DARK DOG" COMPOST, MIXED WELL AND SPREAD TO A DEPTH AS INDICATED IN PLANTING DETAILS.
- ALL PLANTINGS SHALL BE MULCHED WITH SHREDED HARDWOOD BARK, SPREAD TO A DEPTH OF 2" FOR TREES AND SHRUBS, AND 2" ON ANNUALS, PERENNIALS, AND GROUNDCOVER PLANTINGS. MULCH SHALL BE FREE FROM DEBRIS AND FOREIGN MATERIAL, AND FREE OF CHLORINE RESIDUES.
- NO SUBSTITUTION OR CHANGES OF LOCATION, OR PLANT TYPE SHALL BE MADE WITHOUT THE APPROVAL OF THE LANDSCAPE ARCHITECT OR OWNER'S REPRESENTATIVE.
- THE LANDSCAPE ARCHITECT SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN THE PLAN AND FIELD CONDITIONS PRIOR TO INSTALLATION.
- THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL PLANT MATERIAL IN A VERTICAL POSITION THROUGHOUT THE PERIOD OF THE CONTRACT.
- THE LANDSCAPE ARCHITECT OR OWNER'S REPRESENTATIVE SHALL HAVE THE RIGHT TO SELECT ANY WORK OR MATERIAL THAT DOES NOT MEET THE REQUIREMENTS OF THE PLAN AND/OR SPECIFICATIONS.
- THE LANDSCAPE CONTRACTOR SHALL LEED AND MAINTAIN OR SOIL (AS INDICATED ON PLANS) ALL AREAS DESIGNATED AS SUCH ON THE PLANS, THROUGHOUT THE CONTRACT LIMITS. FURTHER, THE CONTRACTOR SHALL BE RESPONSIBLE FOR RESTORING AREAS DISTURBED DURING CONSTRUCTION, NOT IN THE CONTRACT LIMITS, TO EQUAL OR GREATER CONDITION.
- ALL LANDSCAPE AREAS SHALL HAVE PROPER DRAINAGE THAT PREVENTS EXCESSIVE WATER FROM POOLING ON LAWN AREAS OR ARCHING AREAS (SEE SHRUBS).
- ALL LANDSCAPE AREAS SHALL BE IRRIGATED WITH AN AUTOMATIC UNDERGROUND SYSTEM.

KEY LEGEND

- TYPICAL SEEDED LAWN AREAS, SOWN ON 3" TOPSOIL
- RESTORE DISTURBED UNDERSTORY AREA W/ SHORT WOODLAND SEED
- 4" DIA SPADE CUT EDGE W/ 3" SHREDDED BARK MULCH
- SEDE MEADOW SEED MIX, SOWN AT A RATE OF 40 PLS LBS/ACRE
- PROPOSED 36" HT SCREEN WALL

PLANT SCHEDULE

KEY	QTY	BOTANICAL/Common Name	SIZE	SPACING	ROOT	COMMENT
TREES						
AB	21	Abies balsamea	8' HT	SEE PLAN	B&B	FULL TO GROUND
AC	6	Abies balsamea phaeolepis Canadian Fir	8' HT	SEE PLAN	B&B	FULL TO GROUND
AA	20	Acer rubrum 'Armstrong' Armstrong Red Maple	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
AF	12	Acer rubrum 'Frank Jr.' Redspine Red Maple	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
AS	5	Acer saccharum 'Legacy' Legacy Sugar Maple	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
AL	14	American Limes Allegheny Serviceberry	6-8' HT	SEE PLAN	B&B	CLUMP FORM
BN	8	Betula nigra River Birch	12' HT	SEE PLAN	B&B	CLUMP FORM
CC	19	Cercis canadensis Eastern Redbud	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
MG	3	Metsugajoc gypalstroboideis Downy Redwood	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
NS	15	Nyssa sylvatica 'Green Gables' Green Gables Black Gum	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
PG	7	Picea canadensis Black Hills Spruce	8' HT	SEE PLAN	B&B	FULL TO GROUND
PO	9	Pinus strobus 'Bruno' Pinus strobus Black Hills Spruce	8' HT	SEE PLAN	B&B	FULL TO GROUND
QB	3	Quercus bicolor Swamp White Oak	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
SR	20	Syringa reticulata 'Henry Silk' Rory Silk Tree Lilac	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
TA	6	Tilia americana 'McSentry' American Sentry Linden	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
TB	13	Tilia cordata 'Balleri' Shamrock Little Leaf Linden	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
TC	11	Taxus canadensis Eastern Hemlock	8' HT	SEE PLAN	B&B	FULL TO GROUND
TOTAL 192						
SHRUBS						
CV	20	Carex verticillata 'Zagreb' Zagreb Careopsis	2 GAL	24" OC	CONT	WELL-ROOTED
TH	100	Taxus x m. 'Hicks' Hicks Yew	36" HT	30" OC	B&B	MAINTAIN AS 4-5' HEDGE
TO	6	Thuja occidentalis 'DeGroot's Spire' DeGroot's Spire	5' HT	36" OC	B&B	MAINTAIN AS 6' HEDGE
GROUNDCOVERS/PERENNIALS						
EP	25	Echinacea purpurea 'Cheyenne Spirit' Cheyenne Spirit Coneflower	2 GAL	24" OC	CONT	WELL-ROOTED
PV	19	Panicum switchum 'Northwind' Northwind Switch Grass	3 GAL	30" OC	CONT	WELL-ROOTED
SH	32	Sporobolus heterolepis 'Tara' Tara Prairie Dropseed	2 GAL	18" OC	CONT	WELL-ROOTED



PROJECT
The Tabernacle

CLIENT
The Baptist Manor
30301 W 13 Mile
Farmington Hills, MI 48334

Contact:
Ryan Doelle
Phone: (248) 842-9106
Email: r.doelle@thebaptistmanor.org

PROJECT LOCATION
Part of the NE 1/4
of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

SHEET
Landscape Plan



REVISIONS
2024-08-16 ISSUED FOR SITE PLAN REVIEW
2024-09-18 ISSUED FOR SITE PLAN REVIEW
2024-10-23 REVISED PER P.C.
2024-12-16 REVISED PER CLIENT
2025-02-20 REVISED PER CLIENT

DRAWN BY:
G. Ostrowski

DESIGNED BY:
G. Ostrowski

APPROVED BY:
G. Ostrowski

DATE:
08/09/2024

SCALE: 1" = 30'

NFE JOB NO. SHEET NO.
N423-02 L2

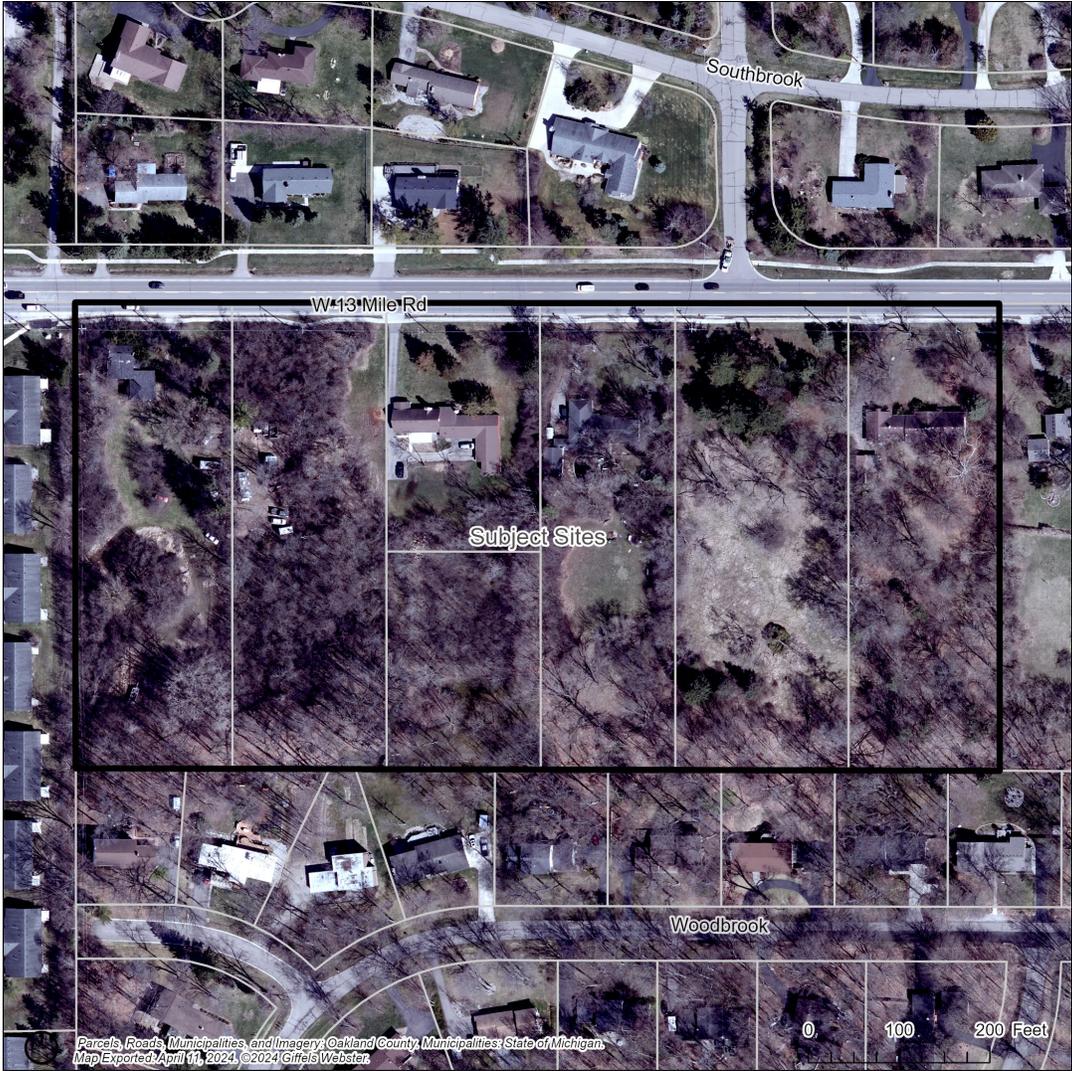
February 25, 2025

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

PUD Review

Case: PUD 2, 2024/56-8-2024
Site: 29845, 29905, 29915, 30005, 30115 W 13 Mile
(Parcel IDs 22-23-11-201-001, -002, -004, -005, -006, -020, -021)
Applicant: Schafer Development, LLC
Application Date: Plans revised 2/21/25
Zoning: RA-1 One Family Residential District (20,000 square feet)

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



SUMMARY OF FINDINGS

Existing Conditions

1. **Zoning.** The site is currently zoned RA-1.
2. **Existing site.** The site is 12.04 acres over seven parcels and there are three houses present. The site has no wetlands or other notable natural features apart from trees, which are especially dense in the southern portion of the property.
3. **Adjacent Properties.**

Direction	Zoning	Land Use
North	RA-1	Single family homes
RA-1	RA-1	Single family homes
South	RA-1	Single family homes
West	RC-1	Baptist Manor

4. **Site configuration and access.** The site is proposed to be accessed from two driveways to 13 Mile Rd.

Project Summary

The applicant proposes a two-fold development under two names: The Tabernacle (6.06 acres) and Mulberry Park (5.98 acres).

The Tabernacle consists of nine buildings with a total of ~~36~~ 33 units of single-story attached ranch homes. The community will be a 55+, age-restricted neighborhood and an extension of Baptist Manor to the west, which will manage the development. This corresponds to the four westernmost existing parcels.

Mulberry Park consists of nine buildings with ~~40~~ 36 units of attached, two-story, 3-bedroom townhouses. These townhouses are for sale and the development will be managed by a property association. This corresponds to the three easternmost existing parcels.

Buildings in both developments are oriented toward a shared ring road with garages and driveways on the front façade. Structures are buffered from neighboring developments by a minimum ~~60~~ 83.4-foot setback along the southern border, with a ~~69~~ 67-foot greenbelt along 13 Mile Road.

PUD Qualification

At its meeting on April 18, 2024, the Planning Commission granted preliminary PUD qualification to this application with the following motion:

MOTION by Brickner, support by Aspinall, to make a preliminary finding that PUD 1, 2024, dated March 19th, 2024, submitted by Schafer Development LLC, qualifies for the Planned City of Farmington Hills Approved 05-16-2024 Planning Commission Meeting April 18, 2024 Page 13 Unit Development Option under Section 34-3.20.2.A through D. of the Zoning Chapter. It is further determined that the proposal meets at least one of the objectives as outlined in Section 34-3.20.2.E.i. through viii. and that it be made clear to the applicant that final granting of the PUD plan and contract requires approval by City Council, after recommendation by the Planning Commission, with the following finding and condition:

1. The proposed plan preliminarily meets the following qualification standards of Section 34- 3-20-2.E.i through viii.: Standards i, iii, vii, viii
2. The applicant shall include as part of their plans all the recommendations from the Giffels Webster review memorandum dated April 11, 2024.

Motion passed unanimously by voice vote.

This determination was made based upon the following:

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.
The proposed use—townhouses—is not permitted in the RA-1 district. However, this proposed use may be considered as a deviation from the ordinance as a part of the PUD. Density is consistent with the RC-1 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 applicant is proposing density consistent with the RC-1 district. The Planning Commission should note that the site was carried forward from the 2009 Master Plan as a "special residential planning area." During the current planning process, it has been recognized that the thoroughfare frontage of the 13 Mile corridor, particularly between Orchard Lake and Middlebelt Roads, is less desirable for single-family residential lots. A flexible residential designation has been applied to the draft future land use map.
- 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 attached units proposed on the site clearly exceeds the number of single-family units that could be built under RA-1 zoning (~~76~~ 69 versus 26). The applicant should provide a traffic study to compare the likely traffic volume from this development to potential commercial development on the site. The complex would utilize two access points to 13 Mile Rd.

E. The Planned Unit Development must meet, as a minimum, one of the following objectives of the city. The applicant has provided responses to five of the PUD objectives.

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.**

The applicant notes that the attached concept plans include a substantial buffer to the neighboring subdivision. Rear yard buffers on the concept plan are generally 83 feet or greater.

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.**

The applicant proposes that the buffer area along the southern property line will be dedicated as an open space preservation area 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.

The applicant provided responses citing the Master Plan. However, the goals and policies listed in the Applicant's response were specific to the West Side of Orchard Lake and South of Thirteen Mile Study Area, which does not contain the subject site.

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.**

The applicant's response cites the southern perimeter setback for the provision of open space. In addition, the application notes the PUD will result in a unique townhouse development capable of producing an attractive for-sale community.

viii. **To bring about redevelopment of sites where an orderly change of use is determined to be desirable.**

The applicant's narrative also addresses this criterion.

*Though only one objective must be met by the plan, the applicant’s narrative addressed objectives i, iii, vi, vii, and viii. **The PC found that the plan preliminarily met objectives i, iii, vii, and viii.***

- 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.

An increase in density over current zoning is sought by the applicant. Given that the proposed use is not permitted in the underlying district, it appears that the request is not made solely to avoid a variance.

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).	✓
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).	✓
c. A proposed land use plan indicating the following at a scale no smaller than one inch equals one hundred (100) feet (1" = 100'):	✓
(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.	*
(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.	✓
(3) Transition treatment, including minimum building setbacks to land adjoining the PUD and between different land use areas within the PUD.	✓
(4) The general location of nonresidential buildings and parking areas, estimated floor areas, building coverage and number of stories or height.	**
(5) The general location of residential unit types and densities and lot sizes by area.	✓
(6) A tree location survey as set forth in Section 34-5.18, Tree Protection, Removal and Replacement.	✓
(7) The location of all wetlands, water and watercourses and proposed water detention areas.	✓
(8) The boundaries of open space areas that are to be preserved and reserved and an indication of the proposed ownership thereof.	✓

(9) A schematic landscape treatment plan for open space areas, streets and border/transition areas to adjoining properties.	✓
d. A preliminary grading plan, indicating the extent of grading and delineating any areas which are not to be graded or disturbed.	✓
e. An indication of the contemplated water distribution, storm and sanitary sewer plan.	✓
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.	✓

***Land use is all attached single family; plan shows split between managed 55+ housing and for-sale unrestricted housing.**

****The plan does not include non-residential buildings.**

Site Plan Review (56-8-2024):

1. **Summary of Proposed Use.** The plan is presented as two site plans, both falling under the same PUD. The plan proposes ~~76~~ 69 total units in ~~17~~ 16 buildings; ~~40~~ 36 two-story townhome units are proposed to be for-sale units, each including three bedrooms; the ~~36~~ 33 ranch units are 55+. Access to the site would be via one driveway from 13 Mile, and a connection to Baptist Manor to the west.

2. **Density.** The parcel is 524,462.4 square feet. Density is determined by the number of rooms. To determine the number of rooms, the following standard (Section 34-3.5.2.F.) is applied:

Two-bedroom unit: 3 rooms

Three-bedroom unit: 4 rooms

The applicant proposes ~~76~~ 69 total units, including ~~40~~ 36 three-bedroom units (~~160~~ 144 rooms) and ~~36~~ 33 two-bedroom ranch units (~~108~~ 99 rooms). The following densities are permitted under conventional zoning:

District	Lot Area/sq ft	Rooms permitted
RC-1	1,900	276 rooms
RC-2	1,400	374 rooms
RC-3	1,050	499 rooms

Across the two portions of the PUD, ~~268~~ 243 rooms are proposed, which is in line with the RC-1 district.

Taken individually, the 6.06 acres of the Tabernacle portion permits 138 rooms in RC-1, and ~~108~~ 99 are provided. The 5.98 acres of the Mulberry Park portion permits 137 rooms in RC-1, and ~~160~~ 144 are provided; this number is over the RC-1 density. The RC-2 district would permit 186 rooms on the Mulberry Park portion, and the proposal falls well within that.

3. **Master Plan.** The master plan’s Future Land Use map designates this site as Flex Residential, and it is part of a Residential Special Planning Area, titled 13 Mile Road Near Middlebelt in the 2024 Master Plan. This area covers several additional lots in that plan, and was identified as an area with the potential to be aggregated and redeveloped with a single access point off 13 Mile Rd.

Flex Residential Description

“The Flex Residential category is intended to acknowledge the challenging nature of redevelopment on the designated land and allow for a variety of approaches to future residential projects. Such approaches may include clustering of detached or attached units, constructing units in a townhome, rowhouse, or cottage court format, duplexes, triplexes, or quadplexes in either side-by-side or stacked arrangements, with a height of one to three stories. In all cases, density beyond that permitted in the current zoning district should be tied to the provision of preserved open space, and especially natural buffers to adjacent, established neighborhoods. For more detail on the sites in the City that are identified for this category, see Special Residential Planning Areas in the following chapter.”

2024 Master Plan Recommendations for This Area

“The Flex Residential future land use category has been applied to this planning area. Redevelopment could occur in a variety of formats, from small detached units to attached units built as townhomes, small multiplex buildings, or a mix of multiple styles. This category recommends clustering of units. Where a portion of the site is developed, planning for cross-connections to future redevelopment should be integrate into site design. Increases in density should be tied to deep buffering from the neighborhood to the south, including preservation of the natural vegetation to the greatest extent possible.”

4. **Dimensional Standards of the RA-1 district (34-3.1.4.E).** The applicant has not specified any requested relief from the dimensional standards of the RA-1 district.

Standard	RA-1 Requirement	Proposed (Overall)	Proposed (Tabernacle)	Proposed (Mulberry Park)
Lot Size	20,000 sq ft	12.04 acres	6.06 acres	5.98 acres
Lot width	100 ft	Over 1,000 feet	509.89	508.61
Lot coverage	25%	19%		
Front setback	40 ft	62 ft <u>67 ft</u>	62 ft <u>67.05 ft</u>	82 ft <u>67 ft</u>
Rear setback	35 ft	60 ft <u>83.41 ft</u>	60 ft <u>83.41 ft</u>	76.35 ft <u>85.57 ft</u>
Side setback (east)	10 ft/25 total of two	45.08 ft <u>165.84 ft</u>	To Mulberry Park	45.08 ft <u>165.84 ft</u>
Side setback (west)	10 ft/25 total of two	37 ft <u>10.79 ft</u>	37 ft <u>10.79 ft</u>	To Tabernacle
Building height	Max. 30 ft	27 ft; two stories max	20 ft; one story max	27 ft; two stories max

5. **Parking.** The applicant has proposed parking consistent with the requirements for 3-bedroom multi-family units.

Standard	Required Parking	Proposed
Two BR Unit or Three BR Unit	2 spaces/unit	Mulberry: Each proposed 3BR townhouse unit includes a two-car garage and driveway (20-22 ft) Tabernacle: Each proposed 2BR townhouse has a one-car garage and 22-foot driveway

6. **Circulation.** Vehicular circulation is via a ring road through both portions of the PUD, with outlets to 13 Mile Road and Baptist Manor. There is a pedestrian pathway through the center of the PUD,

along the boundary between the two portions, and this connects to the public sidewalk, the plans have been revised to show sidewalk circulation throughout the site, with two small seating areas. Fire and Engineering would like to see a stub connection to the east, but the applicant has stated that this is not practical. The updated narrative letter from the applicant also notes that the 13 Mile frontage will include a space for public art, though it is not clear where this is on the plan.

7. **Open Space.** All areas outside the walls of the units are held in common in both portions. As noted in the project summary, Tabernacle will be managed by Baptist Manor, and Mulberry Park will be managed by an association of the units’ owners. Each portion includes a small pocket park; all retention basins are on the Mulberry Park portion.
8. **Rooftop Screening (34-5.17).** Rooftop equipment does not appear to be proposed. Units placed on the ground may require screening.
9. **Waste Management.** The plan does not show dumpster enclosures on either portion of the PUD; the applicant notes that curbside pickup is planned.
10. **Lighting.** The only lighting proposed on the site is from standard residential wall sconces directed toward the ring road. These appear to have frosted glass preventing direct viewing of the source of illumination. The photometric plan indicates that lighting is concentrated in front of the units and the common areas around the site’s perimeter are not lit.
11. **Landscaping (34-5.14) and Screening (34-5.14).** The majority of preserved trees are located along the road frontage and the southern property line; in both cases, the number preserved is adequate to meet the buffer tree requirements on the ordinance. A meandering 3-foot brick wall is proposed along the road frontage on both portions of the PUD. Arborvitae are provided in rows along the eastern property line in addition to the required trees.

Item	Required			Proposed/Comments
Landscape plan informational requirements (34-5.14.3)	To be prepared, signed, and sealed by a sealed landscape architect The spacing and root type of all proposed trees.			<i>Compliant</i>
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.	<i>Compliant</i>
• Narrow Evergreen Trees	5 ft. height	10 ft.	5 ft.	<i>Compliant</i>
• Large Shrubs	30 in. height	10 ft.	5 ft.	<i>N/A</i>
• Small Shrubs	24 in. width	4 ft.	4 ft.	<i>N/A</i>
• Large Deciduous	3 in. caliper	30 ft.	-	<i>Compliant</i>
• Small deciduous trees	2 in. caliper	15 ft.	-	<i>Compliant</i>
• Hedge shrubs	24 in. height	3 ft.	3 ft.	<i>N/A</i>
Canopy Trees (34-5.14.4)	One such tree shall be provided for each two thousand eight hundred			<i>This plan does not have a parking lot, which this standard is generally applied to.</i>

	(2,800) square feet of the paved surface area on the zoning lot	
Parking lot screening from public thoroughfare (34-5.14.5)	A planted hedge of small shrubs, or A masonry wall or berm of 2 feet high	<i>No parking lot proposed, but 3' fence is proposed between ring drive and right-of-way, in addition to numerous existing and replacement trees.</i>
Buffer area from RA District (34-5.14.6)	Required along east and south property lines	<i>Preserved trees along the southern property line are adequate to meet the buffer tree requirement; a large portion of the required replacement trees are also placed in the buffer area and along the eastern property line to provide screening.</i>

No wall or berm is required given the absence of a parking lot; the plan does not provide any fences or walls in addition to the dense vegetative screening; **City Council may discuss whether this plan, as a PUD, warrants any additional screening.**

12. **Tree Removal.** A tree removal and replacement plan was provided. It provides calculations for Tabernacle and Mulberry Park separately.

Tabernacle		
Standard	Shown in Table	Shown on Plan
Total Trees Removed	275	
Total Regulated Trees Removed	278 - 20 poor = 258 (replace 1:1)	
Total Landmark Trees/dbh	21 (518.8" dbh) 17 (433.5" dbh) X 0.25 = 129.7" 108.375" / 3 = 43 36	
Replacements Required	258 + 36 = 294	
Replacements Provided	192* + 59 on Baptist Manor property	192
Mulberry Park		
Standard	Shown in Table	Shown on Plan
Total Trees Removed	140	
Total Regulated Trees Removed	100 (replace 1:1)	
Total Landmark Trees/dbh	48 (1,512.7" dbh) 40 (1,035.5" dbh) X 0.25 = 378.175" 258.875" / 3 = 126 86	
Replacements Required	100 + 86 = 186	
Replacements Provided	210 *	210
Totals		
Required	480	
Provided	461	
Total Shortfall	19 trees	

***The applicant is requesting a waiver for planting fewer replacement trees than required; these totals include the 59 trees proposed to be planted on the Baptists Manor property.**

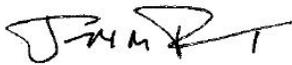
13. **Relief Sought from Ordinance Standards**

- a. Permit attached units at RC-1 density.
- b. Permit 19 replacement trees not to be planted, and 59 to be planted off-site.

It appears possible that this plan could be achieved under RC-1 zoning, though the Mulberry Park portion, taken on its own, does exceed the density permitted in that district.

We are available to answer questions.

Respectfully,
Giffels Webster



Joe Tangari, AICP
Principal Planner



Julia Upfal, AICP
Senior Planner



Current zoning



Master Plan designations for this area. See discussion above.



Wetland map



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

INTEROFFICE CORRESPONDENCE

DATE: February 21, 2025
TO: Eric Perdonik, City Planner
FROM: James Cubera, City Engineer
SUBJECT: **SECOND REVISED** The Tabernacle & Mulberry Park
29845, 29905, 29915, 30005, & 30115 Thirteen Mile Road
22-23-11-201-002 thru 006, 021 & 022
SECOND REVISED PUD #2, 2024; PJ #11-23-89

This office has performed a preliminary review of the above referenced revised PUD plan submitted to the Planning Department on February 21, 2025. Many of our concerns have been addressed. Our preliminary comments remain as called out in our memo of November 12, 2024 with the following notations:

1. The plan now identified a curb cut to 13 Mile Road opposite of Westgate. This is appropriate. The appropriate accel /decel lanes and tapers will be required.
2. A connection to the Detroit Baptist Manor road system which is serviced by a signal at 13 Mile road is now shown. This is appropriate. It should be noted that this connection must be designed as part of this development and in service prior to any temporary certificates of occupancy being issued.

An updated traffic study was provided after hours on Friday February 21, 2025. We suggested that the proponent's engineer work with the City Traffic Engineer to address all of the City's traffic concerns. The study has been forwarded to our consultant for review and when those comments are received they will be provided under separate cover.

Along with the above, note that the City uses an outside traffic consultant to review these traffic studies and a fee deposit of \$2,500 will be necessary to initiate a traffic review prior

to it being reviewed. If additional monies are then necessary, they will be requested and if a surplus exists, at the end it will be refunded.

3. The plans identify a rerouted sidewalk along 13 Mile Road frontage. This is appropriate. It must be extended westward along the 60 foot ROW line and tied into the existing sidewalk system at the signalized intersection of the Detroit Baptist Manor.
4. Storm water detention, discharge restriction and storm water quality must be provided in accordance with the City of Farmington Hills Engineering standards. The City has recently revised the drainage ordinance to be consistent with the Oakland County Water Resources Commission standards. The plans now identify one proposed detention pond. The support and calculations for this system needs to be provided showing how it meets these standards.

The proposed detention pond at the east end of the site identifies a significant grade differential along the east embankment. The submitted design will need to have a structural design and review of the embankment and the specific soils used in order to assure that it will be stabilized and not subject to movement, fracture or seepage. This will necessitate that a structural engineer certify the design and also the construction and as building of the embankment.

The regrading south and east of the Mulberry Park Building #1 although not impacted by the detention pond will be subject to the same conditions. These two regraded areas will necessitate additional structural review fees



INTEROFFICE CORRESPONDENCE

DATE: February 25, 2025
TO: Planning Commission
FROM: Jason Baloga, Fire Marshal
SUBJECT: 2nd Revised PUD 2-2024, Site Plan 56-8-2024 (Mulberry Park & The Tabernacle)

The Fire Department has no objection to approval of this site plan contingent upon compliance with the following requirements:

1. Building shall be maintained in accordance with minimum Fire Prevention Code requirements.
2. 72 hours or more of backup power may be considered for age restricted buildings.
3. Site shall be in accordance with Chapter 12, Section 12-11(1)c of the City Ordinance; Emergency Access shall be provided according to Engineering Division specifications. Curb cuts and the locations on 13 Mile Road shall be approved by Engineering.
4. Site shall meet Chapter 12, Section 12-11(2)d of the City Ordinance (hydrants); "All points on the exterior of the building shall be no further than two hundred fifty (250) feet from a hydrant.

A handwritten signature in blue ink, appearing to read "Jason Baloga".

Jason Baloga, Fire Marshal

JB/al

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

CALL MEETING TO ORDER

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

ROLL CALL

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

Commissioners Absent: Countegan, Grant

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

APPROVAL OF THE AGENDA

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

Motion passed unanimously by voice vote.

D. PLANNED UNIT DEVELOPMENT (PUD) QUALIFICATION 1, 2024

LOCATION: South side of Thirteen Mile Road, approximately 0.3 miles west
of Middlebelt Road
PARCEL I.D.: 22-23-11-201-001, 002, 004, 005, 006, 020, and 021
PROPOSAL: Construction of ranch and townhomes in RA-1, One Family
Residential zoning district
ACTION REQUESTED: Qualification of PUD
APPLICANT: Schafer Development, LLC
OWNER: MOBI Investments, LLC, and Detroit Baptist Manor

Spencer Schafer, Steve Schafer, and Aaron Schafer were present on behalf of this request for PUD qualification, in order to construct a ranch and townhome development in the RA-1 residential zoning district, on parcels located on the south side of Thirteen Mile Road, approximately 0.3 miles west of Middlebelt Road. Ryan Goleski and Ryan Doelle, Baptist Manor, were also present.

Spencer Schafer provided the following information:

- Schafer Development is under contract with property owner Moby Investments, LLC. Schafer Development and Baptist Manor are coordinating their efforts on a PUD qualification, to ensure both properties are developed in a cohesive and complementary land use pattern.
- The applicants have had substantial outreach to the neighbors (Westgate, Holly Hills) in the first 3 months of this year. Additionally, they had watched the recordings of the Planning Commission and City Council meetings for the previous proposal for this site, and understood neighbor concerns as stated in those meetings.
- The properties are currently zoned RA-1 single family. However, the likelihood of the properties being developed as single-family homes is very low. The draft Master Plan currently under

consideration contemplates this parcel for flex residential, allowing a variety of single residential products up to 3 stories in height.

- Neighbors' concerns included setbacks, traffic, density, building height. Based on conversations with the neighbors, the applicants had revised their initial plans relative to height and density. They were requesting forty 22' wide two-story townhouses. They were also working in conjunction with Baptist Manor, who wanted to develop their property as part of this PUD with age restricted single-story condominium ranches. The result will be a multi-generational community, with townhomes targeted toward young families, and ranches targeted toward senior citizens.
- The plans as submitted met all the requirements of the RC District, with the exception of some internal side yard setbacks. The applicants were in discussion with two nationally traded home builders. The proposed setbacks are consistent or greater than other similar communities in the southeast Michigan area.
- City Engineer Cubera had communicated concern about providing internal connections to development to the west. Fire and other public safety individuals were concerned about providing good circulation within the development. The applicants felt their plan met both these concerns.
- There was a substantial change in topography to the east of the proposed site, which made further development on those single-family residential sites unlikely.
- Regarding the submitted site plan, there is an optional sunroom extension and deck extension. Homeowners who utilize that option would have a 67' setback to the Holly Hill Farms subdivision to the south. Those who did not utilize that option would have a 70' setback.
- The PUD option enables the applicant to shift the development further north, increasing the buffer to the south. This would leave a 35' greenbelt to the north, with the potential of adding landscape walls and plantings to further shield and buffer the development from the roadway. They were providing as large a buffer as possible to satisfy the neighbors to the south. Additionally, the applicants were exploring providing a 40'-50' conservation easement to the south. They had also discussed with the residents filling in any landscape gaps in that area, potentially placing some of the developer's required landscaping on neighboring properties.
- Generous setbacks had also been provided to the properties to the east and west.
- The applicants had spoken with the residential neighbor to the east; they were proposing locating the detention basin closer to 13 Mile Road and bringing the eastern townhouses closer in to the site, minimizing disruption to the east as much as possible.
- Renderings showed representative examples of the 2-story townhomes, as well as the 1-story ranches that Baptist Manor was seeking to develop.

Planning Commission questions and discussion:

Commissioner Mantey said that he would want to walk the site, to see what the planned buffer actually looked like in terms of distance from the properties to the south.

Commissioner Stimson asked if Engineering will have issues with the easternmost access not being directly opposed to the Westgate subdivision entrance to the north. And while development to the east of the proposed site might not be likely right now, some type of future access or cross easement to the east should at least be discussed, in case the residential properties to the east ever did develop. Last, per the renderings the front elevations of the townhomes provided contrasting looks, but the rear elevations were all identical, resulting in a more massive appearance, rather than presenting as distinct units.

Planner's review

Referencing the April 11, 2024 Giffels Webster memorandum, Planning Consultant Tangari gave the background and review for this request for PUD Qualification.

- The site is 12.04 acres and there are four houses present. The site has no wetlands or other notable natural features apart from trees, which are especially dense in the southern portion of the property. There are two development areas on the conceptual plan: the three easternmost properties are identified for a 2-story townhome development, and the four westernmost parcels are identified for age-restricted (55+) ranch homes.
- The applicant's concept plan shows 40 units of attached, two-story townhouses in eight buildings, each including four to six units, and 36 units of attached, one-story, age-restricted ranch townhomes in nine buildings, each including three to five units. The age-restricted portion of the project is to be constructed in collaboration with Baptist Manor, which borders the site to the west.
- Tonight the Planning Commission is being asked whether this proposal qualifies for a PUD. Qualification standards are listed on pages 2-4 of the April 11 memorandum.
 - 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.

The proposed use – townhouses – is not permitted in the RA-1 district. However, this proposed use may be considered as a deviation from the ordinance as a part of the PUD. Density is consistent with the RC-1 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 applicant is proposing density consistent with the RC-1 district. The Planning Commission should note that the site was carried forward from the 2009 Master Plan as a "special residential planning area." During the current planning process, it has been recognized that the thoroughfare frontage of the 13 Mile corridor, particularly between Orchard Lake and Middlebelt Roads, is less desirable for single-family residential lots. A flexible residential designation has been applied to the draft future land use map.

- 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 attached units proposed on the site clearly exceeds the number of single-family units that could be built under RA-1 zoning (76 versus 26). The applicant should provide a traffic study to compare the likely traffic volume from this development to potential commercial development on the site. The complex would utilize two access points to 13 Mile Road.

E. The Planned Unit Development must meet, as a minimum, one 8 objectives as listed in the Ordinance and on on pages 3-4 of the April 11 memorandum. The applicants believe they have met 5 of the objectives:

- 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.

The applicant notes that the attached concept plans include a substantial buffer to the neighboring subdivision. Rear yard buffers on the concept plan are generally 70 feet, with one ranch building at 60 feet. There has also been conversation regarding a conservation easement.

- iii. To accept dedication or set aside open space areas in perpetuity.

The applicant proposes that the buffer area along the southern property line will be dedicated as an open space preservation area in perpetuity.

- vi. To promote the goals and objectives of the Master Plan for Land Use.

The applicant provided responses citing the Master Plan. However, the goals and policies listed in the Applicant's response were specific to the West Side of Orchard Lake and South of Thirteen Mile Study Area, which does not contain the subject site.

- 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.

The applicant's response cites the southern perimeter setback for the provision of open space. In addition, the application notes the PUD will result in a unique townhouse development capable of producing an attractive for-sale community.

- viii. To bring about redevelopment of sites where an orderly change of use is determined to be desirable.

The applicant's narrative also addresses this criterion.

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.

An increase in density over current zoning is sought by the applicant. Given that the proposed use is not permitted in the underlying district (attached townhomes), it appears that the request is not made solely to avoid a variance.

Regarding the conceptual site plan and use:

- The plan proposes 76 total units in 17 buildings; 40 two-story townhome units are proposed to be for-sale units, each including three bedrooms; a room count was not specified for the 36 ranch units. Access to the site would be from 13 Mile.
- The proposed density is not possible to determine without bedroom counts for the ranch units, though it appears that the full project would be in line with maximum permitted density in the RC-1 district. Under RA-1 zoning, the maximum number of units available is 26.

The applicants affirmed the density will be less than the maximum allowed for the RC-1 district.

- The applicant is seeking relief from the height limit of the underlying RA-1 district to permit a building height of 41 feet rather than the permitted 30'.
- The proposed parking is consistent with the requirements for 3-bedroom multi-family units.
- Concept plans do not show pedestrian circulation through the site; this, among other items, will be a point of discussion at final PUD if this plan is qualified.
- An area designated as recreation/open space should be provided as a part of the schematic landscape plan required at final PUD determination.

In summary, relief sought from ordinance standards includes:

- a. Permit multi-family at RC-1 density.
- b. Permit attached units.

It is possible the plan could be achieved under RC-1 zoning.

Planning Commission discussion and action

Commissioner Mantey said that for him the most important objective for a PUD at this location is to permanently preserve open space and/or natural features. A buffer is a permanent preservation; it is not a setback.

MOTION by Brickner, support by Aspinall, to make a preliminary finding that PUD 1, 2024, dated March 19th, 2024, submitted by Schafer Development LLC, qualifies for the Planned Unit Development Option under Section 34-3.20.2.A through D. of the Zoning Chapter. It is further determined that the proposal meets at least one of the objectives as outlined in Section 34-3.20.2.E.i. through viii. and that it be made clear to the applicant that final granting of the PUD plan and contract requires approval by City Council, after recommendation by the Planning Commission, with the following finding and condition:

1. The proposed plan preliminarily meets the following qualification standards of Section 34-3-20-2.E.i through viii.: Standards i, iii, vii, viii
2. The applicant include as part of their plans all the recommendations from the Giffels Webster review memorandum dated April 11, 2024.

Motion passed unanimously by voice vote.

APPROVAL OF MINUTES

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

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

**CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
OCTOBER 17, 2024, 7:30 P.M.**

CALL MEETING TO ORDER

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

ROLL CALL

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

Commissioners Absent: Grant

Others Present: Planning and Community Development Director Kettler-Schmult, Staff Planner Canty, Planning Consultants Tangari and Upfal (Giffels Webster), Staff Engineer Alexander, City Attorney Schultz

APPROVAL OF THE AGENDA

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

Motion passed unanimously by voice vote.

A. PUD PLAN 2, 2024, INCLUDING SITE PLAN 56-8-2024

LOCATION: South side of Thirteen Mile Road, just west of Middlebelt Road
PARCEL I.D.: 22-23-11-201-001, -002, -004, -005, -006, -020, and -021
PROPOSAL: Construction of multiple-family dwellings within RA-1, One Family Residential District
ACTION REQUESTED: Schedule for Public Hearing
APPLICANT: Steven Schafer

OWNER: Detroit Baptist Manor and MOBI Investments

Chair Trafelet introduced this agenda item and invited the applicant to make their presentation.

Applicant presentation

Spencer Schafer, Schafer Development, gave an overview of this proposed development:

- The subject site is located on the south side of 13 Mile between Middlebelt Road and Orchard Lake Road. The development site is directly east of the Baptist Manor facility. To the north is Westgate Subdivision, and to the south is Holly Hills Farms.
- The project is a planned unit development, with two different residential communities within the single PUD.
 - The Mulberry Way Townhouses will feature two-story, for sale units, directly east of property owned by the Baptist Manor.
 - The Tabernacle Community will feature one-story ranch homes, rented to active adults, on property owned by and directly adjacent to the Baptist Manor.
 - There will be 76 total units: 40 townhouses and 36 age-restricted rental homes.

Community Engagement

The development team has held seven or eight meetings with the local HOAs and residents to receive feedback. Several modifications have been made to the original proposal as the result of this feedback, including a permanent open space preservation buffer between this project and Holly Hills Farms.

Project Details

The Planning Commission granted unanimous approval for PUD qualification at its April 18, 2024 meeting. The plan remains substantially the same. In the interim Schafer Development has assisted the Baptist Manor in choosing an architect who has helped develop floor plans, and Schafer Development has also substantially completed their site plans, which they have shared with the neighbors.

Response to review letters:

Regarding height:

- The townhouses will be 27' high, below the 30' maximum.
- The ranch homes will be 17' high.
- The heights meet ordinance requirements.

Regarding zoning and future land use:

- The site is currently zoned RA-1, which allows only single-family detached housing.
- The new Master Plan classifies this area as flex residential, supporting attached housing options for both younger individuals and downsizing seniors, providing "missing middle" housing.

Regarding stormwater management:

- A modified plan shown this evening includes a third detention basin that may be needed in the southeast corner of the site. The development team will collaborate with city engineers to refine stormwater management as needed.
- The buildings will have pitched roofs, allowing water to run off into the front and rear yards. The water draining off the rear roof will be channeled into the main stormwater system.

Regarding traffic and access:

- In response to the City Engineer's review, the applicant is studying the feasibility of creating a boulevard entrance to align ingress and egress with the entrance to the Westgate Subdivision.
- Baptist Manor has a signal to the west. The applicants will work to ensure that what they propose will be the best means of access to that community.

Lot coverage ratio:

- Maximum allowed lot coverage ratio is 25%; the applicant is proposing 21%.

Fire and Life Safety Improvements:

- A T-intersection in the southwest corner has been reconfigured based on feedback from engineers and the Fire Marshal to improve access for emergency vehicles.
- A traffic study will hopefully be available before the public hearing.

Tree Replacement and Preservation:

- The City requires 234 replacement trees. The developer will plant 200 new trees, with monies placed in the township's tree replacement fund for the shortfall.
- The landscape plan prioritizes maintaining the existing tree canopy, while focusing on filling gaps where trees have fallen or been removed.

Architectural and Design Overview

- The townhouses and ranch homes will feature harmonized but distinct design elements to ensure architectural continuity across the development.
- Preliminary renderings of townhouse interiors were shared to give the Commission a sense of the design.
- Baptist Manor's architect is still working on the final design for the ranch homes.

Response to Giffels Webster review comments:

- Fleis and VandenBrink, will conduct a traffic study to ensure compliance, and to evaluate the feasibility of the single boulevard entrance.
- The development will feature private roads managed by a homeowner's association.
- Regarding installing a road stub to the east, where there are four single-family lots between this project and Cove Creek condominiums, one of the four lots sold earlier this year, with the buyer intending to build a single-family home. Additionally, the topography and the status of the other property owners makes acquisition and combination of those properties very unlikely. Last, the HOA is going to be managing the private roads in this development, and the applicant would prefer not to burden them with future maintenance involving traffic from the east.
- Most of the ranch units and townhomes will be slab on grade, though some walkout basements may replace retaining walls to minimize environmental impact.

Mr. Schafer concluded that they will have changes submitted to the Planning Department within the next week, and he asked for the Commission to schedule a public hearing on this project.

Commission questions and discussion

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

- While there was some change in the configuration of the units on the Baptist Manor site, the number of units will remain the same.
- Bogaerts Design is working on the Baptist Manor development, while a different architect is responsible for the townhouses.
- A joint development agreement with Baptist Manor will work out the details of phased development. The horizontal portion (road infrastructure, etc.) will be done at the same time. Construction is likely beginning summer or fall 2025.
- The applicant will explore using a tree conservation easement or similar designation of the landscape buffer area. Commissioner Mantey noted the importance of enforcing against homeowner encroachment in the buffer area.

Commissioner Mantey emphasized the need for a pedestrian walkway connecting the senior development to Baptist Manor, promoting walkability. Seniors often did not find pleasure walking along busy roadways.

Mr. Schafer agreed to explore the feasibility of adding an internal sidewalk.

Commissioner Aspinall expressed concern about the single entrance for two distinct developments, finding such a single entrance potentially confusing.

MOTION by Countegan, support by Brickner, that PUD 2, 2024, including Site Plan 56-8-2024, submitted by Steven Schafer, be set for public hearing for the Planning Commission’s next available regular meeting agenda.

Motion passed unanimously by voice vote.

C. PUD QUALIFICATION 3, 2024

LOCATION: 29150 Twelve Mile Road
PARCEL I.D.: 22-23-12-376-035
PROPOSAL: Construction of multiple-family dwellings within RA-1A, One Family Residential District
ACTION REQUESTED: Qualification of PUD
APPLICANT: Schafer Development, LLC
OWNER: Mike H. Yousif

Applicant presentation

Aaron Schafer, Schafer Development, was present on behalf of this application for PUD qualification.

Mr. Schafer explained that the goal of this for sale owner-occupied townhome project is to attract first-time homebuyers, including singles, couples, and young families, thereby addressing the “missing middle” housing need. The townhomes will include two and three bedroom units with two-car garages.

The 4.55-acre site is north of 12 Mile Road, about a quarter mile west of Middlebelt Road. The site is zoned RA-1A for single-family residential. The Woodcreek subdivision is directly to the north, zoned RA-1A and RA-1B. To the east is the Levy property, a single-family residence zoned RA-1A. To the south, Timbercrest is a single-family condominium community zoned RA-2. To the west, the AIM High School property is a private school use zoned RA-1A, with potential for a Knox Box access to provide shared emergency access.

Communication with neighbors:

- Schafer Development has met with the neighbors, including several meetings with the Wood Creek HOA President, resulting in over 110’ setback to the northern property line, preserving the mature vegetation that has grown around the creek.
- Schafer Development has also been in contact with their eastern neighbors, the Levy and Cole families. Based on those conversations, Schafer is working to plant additional native tree species in the areas where there are gaps and shifted the townhome units to the west to create more separation from the Levy residence, losing 2 units.
- Schafer Development has met with Headmaster Earls at AIM Academy, to discuss the possibility of granting Knox Box access to the property, thereby providing two means of emergency access to the AIM property as well as to the proposed development property. This had been requested by City Engineer Cubera.

Design Revisions, Specifications, and Access Plan

- Original plan with 30 units was reduced to 28 units, allowing for larger end-cap units and providing more open space. Open space had increased from 21% to 29%.

- The proposed layout with two T-shaped stubs on either property line will be discussed further with engineering and Fire, who had shared concerns about this layout. The proposed Knox Box emergency access via the AIM Academy may alleviate those concerns. In any event, the applicant will coordinate with the Fire Marshal to develop a plan that does not require emergency vehicles to back up or turn around.
- The Road Commission for Oakland County is planning on expanding 12 Mile Road in this area with a dedicated left-turn access to Middlebelt Road. Schafer Development will collaborate with the Road Commission to align the development's ingress/egress with the planned road expansion.
- The height of the buildings will be approximately 27'; the height limit in the RA-1A District is 30'. Renderings showed elevation examples. The larger units will permit a 3rd bedroom. The smaller 24' units will provide 2 bedrooms and a den, which could be converted to a 3rd bedroom.

In response to comments, Mr. Schafer confirmed that discussions were ongoing with the Fire Marshal about ensuring safe access with either Knox Box access or a secondary open entrance from AIM high school. A cul-de-sac design for the eastern end will be considered if the T-shaped roadway is deemed insufficient.

Planning Consultant report

Referencing the October 10, 2024 Giffels Webster memorandum, Planning Consultant Tangari gave the background for this request for PUD qualification. Highlights from the review letter included:

- The project proposes 28 attached townhomes with two-car garages in eight buildings. All units have 2-car garages.
- The T-shaped roadway will stub to both the east and west property lines for future access. As noted, Engineering and Fire have expressed concerns with this design. If the project is qualified for a PUD, discussions should be held with these departments prior to submitting a final site plan.

PUD Qualification criteria

Under Section 34-3.20.2, the Planning Commission may make a determination that the site qualifies for a PUD based on criteria and procedures in the ordinance. Pages 2-4 of the review memorandum address the criteria relative to this proposal. Per Section 34-3.20.2.E., the Planned Unit Development must meet, as a minimum, one of the 8 objectives listed. The applicant has provided information regarding 4 of the objectives, including:

- 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.

The applicant notes that the northern portion of the site is reserved as open space and a detention basin, and that this design was chosen to separate the units from single family development to the north.

- iii. To accept dedication or set aside open space areas in perpetuity.

The applicant cites permanent buffers along the northern and eastern property lines.

- iv. To provide alternative uses for parcels which can provide transition buffers to residential areas.

The applicant proposes that the development would provide a transition between single-family housing and the school use to the west.

- 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.

The applicant primarily cites the dedication of a large area in the north of the site as open space.

Planning Consultant Tangari said that the PUD did not appear to be requested solely as a means of increasing density or as a substitute for a variance request. The applicant is seeking an increase in density, but the proposed use is not generally permitted in the underlying district, so the request is not simply to increase density.

Regarding the conceptual plan:

As presented, the plan appeared to be in line with the RC-1 district. The Master Plan designates the area as single family low density. No deviations from the dimensional standards of the RA-1A district are being requested. Parking requirements are being met. Lot coverage will be provided during final site plan review.

Relief sought from ordinance standards

The only relief sought from ordinance standards is to permit attached single family residences at RC-1 density.

Commission questions and discussion

- Commissioner Mantey was hesitant to accept using townhomes as a buffer for school locations, noting that often schools were located adjacent to residential neighborhoods with no buffer, and he did not want to set a precedent that there should be one. He would support the project based on the preservation of open space, as noted in criteria ii, iii, and v.
- Commissioner Stimson asked how many units could be provided under the cluster option. Planning Consultant Tangari said that the site could accommodate 8 or 9 units under a cluster option.

MOTION by Brickner, support by Countegan, to make a preliminary finding that PUD 3, 2024, submitted by Schafer Development, LLC, qualifies for the Planned Unit Development option under Section 34-3.20.2.A through D. of the Zoning Chapter. It is further determined that the proposal meets at least one (1) of the objectives as outlined Section 34-3.20.2.E.i. thru viii., and that it be made clear to the applicant that final granting of the PUD plan and agreement requires approval by City Council, after recommendation by the Planning Commission.

1. **The proposed plan preliminarily meets the following qualification standard(s) of Section 34-3-20-2.E.i through viii.:**
 - 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.**
 - 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 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.**

Motion passed unanimously by voice vote.

D.

APPROVAL OF MINUTES

Approval of September 16, 2024, City Council-Planning Commission Joint Meeting, and September 19, 2024, Regular Meeting

MOTION by Aspinall, support by Ware, to approve the September 16, 2024 City Council-Planning Commission Joint Meeting minutes and the September 19, 2024 Regular Planning Commission meeting minutes as submitted.

Motion passed unanimously by voice vote.

PUBLIC COMMENT

None

ADJOURNMENT

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

Motion passed unanimously by voice vote.

The meeting was adjourned at 10:16pm.

Respectfully submitted,
Kristen Aspinall,
Planning Commission Secretary

/cem

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

CALL MEETING TO ORDER

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

ROLL CALL

Commissioners present: Aspinall, Brickner, Trafelet, Varga, Countegan

Commissioners Absent: Grant, Mantey, Ware, Stimson

Others Present: City Planner Perdonik, Planning Consultants Tangari and Upfal (Giffels Webster), Engineering Division representative Natasha Sonck, City Attorney Schultz

APPROVAL OF THE AGENDA

MOTION by Countegan, support by Aspinall, to approve the agenda as published.

Motion passed unanimously by voice vote.

PUBLIC HEARING

A. PUD PLAN 2, 2024, INCLUDING SITE PLAN 56-8-2024

LOCATION: South side of Thirteen Mile Road, just west of Middlebelt Road
PARCEL I.D.: 22-23-11-201-001, -002, -004, -005, -006, -020, and -021
PROPOSAL: Construction of multiple-family dwellings within RA-1, One Family Residential District
ACTION REQUESTED: Recommendation to City Council
APPLICANT: Steven Schafer
OWNERS: Detroit Baptist Manor and MOBI Investments

Aaron and Steven Shafer, Shafer Development, were present on behalf of this application for a Planned Unit Development to construct multiple-family dwellings within RA-1, One Family Residential District.

Applicant presentation

Overview

Aaron Schafer gave an overview of this proposed development:

- The 12.04 acre site is located on the south side of 13 Mile between Middlebelt Road and Orchard Lake Road. The development site is directly east of the Baptist Manor facility. To the north is Westgate Subdivision, and to the south is Holly Hill Farms.
- The project is a planned unit development, with two different residential communities within a single PUD:
 - The Mulberry Way townhouse site (5.9 acres) will feature 40 two-story, for sale units, directly east of property owned by the Baptist Manor
 - The Tabernacle community will feature 36 one-story age-restricted rental ranch homes, on property owned by and directly adjacent to the Baptist Manor.

Timeline

- January 2024 the property was put under contract
- April 18, 2024 Applicant secured PUD qualification from the Planning Commission
- October 17, 2024 Applicant presented to the Planning Commission, who set a date for tonight's public hearing.

Community outreach

- February 2024 – present. Met multiple times with both the Westgate and Holly Hill Farms Homeowners Associations.
 - February 2, 2024 – Westgate HOA
 - February 6, 2024 – Holly Hill Farms HOA
 - March 3, 2024 – Westgate Annual HOA Neighborhood Meeting
 - March 26, 2024 – Holly Hill Farms HOA
 - April 9, 2024 – Holly Hill Farms Neighborhood Meeting
 - September 23, 2024 – Westgate HOA
 - October 11, 2024 – Holly Hill Farms HOA

Background work regarding the site

Since the April and October Planning Commission meetings, Schafer Development has completed the following:

- Assisted the Baptist Manor team in selecting an architect to design their ranch units
- Engaged with Civil Engineering Firm Nowak & Fraus to prepare the Site Plan/PUD Package
- Incorporated Giffels Webster, Engineering and Fire Department Review Letter(s) feedback into Site Plan/PUD Package
- Engaged with Wetlands Consultant ASTI and conducted on-site pre-application meeting with EGLE (Michigan Department of Environment, Great Lakes, and Energy) to verify no wetland permits are required for this project.

Special planning area – flex residential

- The site has been designated as a special planning area since the adoption of the 2009 Master Plan.
 - This designation recognizes that the thoroughfare frontage along 13 Mile Road, particularly between Orchard Lake and Middlebelt, is less desirable for single-family residential lots.
 - Homes in this area back directly onto 13 Mile Road, which experiences significantly higher traffic levels compared to nearby neighborhoods like Westgate and Holly Hill Farms, which are set farther back from the thoroughfare.
 - The special planning area designation encourages cluster development to preserve as much natural vegetation as possible.
- On the 2024 Future Land Use Map, the property is identified as "flex residential," which:
 - Supports creative redevelopment approaches for challenging sites.
 - Allows for a maximum building height of three stories.
 - Emphasizes the preservation of open space and natural buffers to adjacent established communities.
 - This project includes a substantial southern perimeter setback of approximately 60 to 70 feet from Holly Hill Farms, the adjacent development to the south.
 - The development prioritizes preserving as many existing trees as possible to maintain natural buffers and open space.

Site plan updates:

- **Road Design Updates:** A key point in Mr. Cubera's Engineering review letter was the recommendation to eliminate the "road to nowhere" located in the southwestern corner of the Baptist Manor property. The design has been revised to replace this road with a more cohesive horseshoe-shaped ring road.
- **Entrance Configuration:** The review letter also suggested consolidating two separate entrances into a single combined boulevard. The updated site plan now reflects this change, with the boulevard aligned with Westgate Road to improve traffic flow and site access.
- **Potential Secondary Access:** The updated plan also considers the addition of a secondary access point for emergency services along 13 Mile Road. This secondary access, potentially located near the Tabernacle property, could feature a breakaway gate or chain for exclusive use by fire and life safety personnel. The developers will collaborate with City Engineering on this issue.
- **Stormwater Management Improvements:** The initial site plan included three stormwater basins, but further analysis determined that one basin in the northeast corner of the property could be upsized to meet the site's needs. This revision reduces the total number of basins to two, avoiding the need for a basin near a single-family residence, a concern raised in a review letter and by a neighbor.
- **Stub street request:** The engineering review letter included a request to provide a stub-street to the east, connecting to four single-family lots adjacent to the property near the corner of 13 Mile Road and Middlebelt. However, the topography of the eastern lots presents significant challenges, including steep elevations that make further expansion impractical. Additionally, two of the four adjacent lots have recently been sold, and the new owners plan to maintain the properties as single-family residential, further supporting the decision not to extend the development eastward. The decision to upsize the stormwater basin in the northeast corner of the property, reducing the number of basins on-site, has further limited available space for a road extension.

Landscape plan updates:

The landscape plan was designed based on multiple site walks with and feedback from neighboring residents and the homeowners' associations. Buffering, natural screening, and overall landscape design were identified as top priorities.

- **Tree Planting Details:**
 - There will be over 140 new trees planted across the property, with a focus on filling gaps along the southern property line where a forested tree stand exists. Evergreen trees will be added along the southern property line to provide consistent screening for adjacent properties.
 - Along the southern perimeter and portions of the eastern and western property lines, 89 new trees are proposed to enhance the existing canopy and address gaps identified during site walks.
- **Tree Count and Ordinance Compliance:** While the design maximizes tree placement throughout the site, the plan is 34 trees short of the ordinance requirements. The applicant proposed three options to address this shortfall:
 1. Requesting a waiver (not preferred by the applicant or the City), or
 2. Donating funds representing the 34 trees to the City's tree fund, or
 3. With the City's permission, collaborating with neighbors along Holly Hill Farms to plant the 34 trees in their rear yards, addressing concerns about development near their properties.
- **Commitment to the neighbors:** Shafer Development is willing to work directly with affected neighbors to ensure their concerns are addressed.

Architectural and Design Overview

- Shafer Development is under contract with M/I Homes for the development of the 40 townhomes, and renderings showed a representative sample of this new product, which will be 3 bedroom, 2-1/2 bath 2,200sf units, with 2-car garages.
- While architectural plans for the Baptist Manor portion of the development are still being finalized, the developers are committed to ensuring that exterior materials and masonry will complement both communities. Maintaining a cohesive aesthetic for the development along 13 Mile Road remains a priority.

Traffic Impact Study

- As requested in the Giffels Webster review comments prior to the October meeting, a traffic impact study has been conducted by Fleis & VandenBrink and submitted to the City. The traffic study recommended a right-turn deceleration taper along eastbound 13 Mile Road at the site driveway.
- The Engineering review letter suggested relocating the boulevard slightly further west to avoid left-hand turning conflicts with Westgate. The developer is open to this suggestion.

Planning Consultant Comments

Referencing the November 14, 2024 Giffels Webster review letter, Planning Consultant Tangari highlighted the following information:

- The April motion qualifying this project for a Planned Unit Development is included in the packets.
- The proposed development complies with RC-1 district standards for both the number of units and bedrooms.
- Regarding Master Plan and Zoning Standards: The site is designated as "flex residential" in the Master Plan, and the development meets all dimensional standards of the underlying RA-1 district, including setbacks and height requirements, for both the Tabernacle and Mulberry Park portions of the site.
- Curbside pickup of trash is planned, with no dumpster enclosures included.
- Lighting Plan: The only proposed lighting consists of residential wall sconces with frosted glass, directed toward the ring road. The photometric plan shows that light is concentrated on the ground and driveways in front of the units, ensuring minimal light spillage.
- Tree Preservation and Screening: The plan preserves significant tree coverage along the southern property line and 13 Mile Road frontage, with additional trees added to fill gaps. The southern screening is particularly dense, although its adequacy remains a point for discussion, as this has been a major concern.
- Tree Shortfall and Ordinance Relief: The 34-tree shortfall has been acknowledged and discussed.
- The only ordinance relief being sought under the Planned Unit Development is to permit attached units at RC-1 density. All other standards appear to be met.

Commission clarifying questions

Chair Trafelet raised safety concerns for pedestrians walking by the retention pond in the northeast corner of the site, which was very close to the road. Would fencing be installed?

Steven Shafer responded that the slope of the basin, which determines the need for fencing, has not yet been finalized. However, they would commit to addressing safety concerns during detailed engineering. If fencing is not required, alternative protective measures, such as split rail fencing or landscaping, will be implemented.

Chair Trafelet asked if the project could be moved closer to 13 Mile Road to increase the setback

on the southern property line.

Mr. Shafer explained that the current placement maximizes the southern setback in response to concerns from neighboring residents, while adhering to engineering constraints, including the required 64-foot road right-of-way.

In response to further comments, Mr. Shafer explained that the detention basins have been designed to capture all stormwater runoff from the site, ensuring that no flooding will occur on neighboring properties, including Holly Hill Farms. The basins meet current, stringent stormwater standards, and should help to mitigate existing runoff issues. Additionally, the site grading plan redirects water away from Holly Hill Farms and toward the street, significantly reducing the runoff currently affecting neighboring areas during rain events.

Public Hearing

Pam Gerard, resident, asked if any of the proposed dwellings were ADA compliant.

In response, Mr. Shafer said the Tabernacle single story homes will be accessible. The two-story townhomes will not be accessible.

Isaac Dunn, resident, said he lived directly east of the development. He asked the distance between the enlarged detention basin and his property. Would there be a complete tree line separating his property from this development?

In response, Steven Shafer said he could not immediately answer the distance question regarding the detention pond but he would talk to Mr. Dunn after the meeting. The setback for that area is 45'. There were trees proposed at the property line, and they would work with Mr. Dunn regarding potentially planting additional trees offsite.

Louise Lieberman, Southbrook Street, expressed appreciation that the developers had been willing to talk with residents. She remained concerned regarding density, traffic, and the need for an animal relocation plan.

Eric Schmidt, Woodbrook Court, opposed the proposed development, citing concerns about its impact on the natural environment and quality of life in the neighborhood. While acknowledging the developers' efforts to mitigate impacts, Schmidt emphasized that the construction would disrupt the area through noise pollution and loss of green space, ultimately detracting from the neighborhood's character. He questioned the long-term viability of the proposed landscaping and asked that the proposal be denied.

Lindsey and Zack Matych, Woodbrook Street, opposed this development. Ms. Matych cited concerns over extensive tree removal, loss of privacy, and excessive density beyond the standards of both RA-1 zoning and the recommendations of the 2024 Master Plan. She said the plan fails to preserve natural vegetation, including landmark trees, and does not provide the deep buffering necessary to protect adjacent neighborhoods as outlined in the Master Plan. She argued that the project creates environmental, traffic, and drainage issues while compromising the privacy and well-being of neighboring residents. She stated that the proposal does not align with zoning ordinances, city objectives, or Master Plan goals, calling it aesthetically undesirable and detrimental to the character of the historic neighborhood.

Spencer Krauss, Westgate, expressed deep concern about the increased traffic hazards the proposed development may cause, particularly at the Westgate entrance which he already finds dangerous when turning left. As a parent, he emphasized the safety risks to his children, citing aggressive traffic conditions and the potential for accidents with the addition of the new development. Krauss urged the Commission to conduct thorough traffic studies to ensure the

community's safety.

Amy Brooklyn Peterson, Westgate, emphasized the importance of preserving the natural tree line along 13 Mile Road and ensuring substantial and well-maintained landscaping. She raised concerns about wildlife preservation, overflow parking, and traffic management, noting the area's significance for local species and the challenges residents already face with traffic.

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

Commission discussion and action

In response to public comments, Commissioner Countegan clarified that the project had previously been qualified under the applicable Planned Unit Development criteria. The property in question is privately owned, and the owner has the right to develop it. The Commission's role is limited to regulating and overseeing development within the framework of the Zoning Ordinance and Master Plan.

MOTION by Brickner, support by Varga, that the Planning Commission recommend to City Council that Planned Unit Development Plan 2, 2024, including Site Plan 56-8-2024, both dated September 4, 2024, submitted by Steven Schafer, BE APPROVED, because the plans are consistent with the goals, objectives, and policies of the Master Plan and applicable provisions of the Planned Unit Development Option in Section 34-3.20 of the Zoning Ordinance, SUBJECT TO:

- **Modifications of Zoning Ordinance requirements as indicated on the proposed plan.**
- **Resolution of outstanding issues in the November 14, 2024 Giffels Webster review letter.**

Motion passed unanimously by voice vote.

APPROVAL OF MINUTES

Approval of October 17, 2024 Regular Meeting

MOTION by Brickner, support by Aspinall, to approve the October 17 2024 Regular Planning Commission meeting minutes as submitted.

Motion passed unanimously by voice vote.

PUBLIC COMMENT

None

ADJOURNMENT

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

Motion passed unanimously by voice vote.

The meeting was adjourned at 11:47pm.

Respectfully submitted,
Kristen Aspinall,
Planning Commission Secretary

Motion carried unanimously by voice vote.

PUBLIC COMMENT

None.

COMMISSIONER/STAFF COMMENTS

ADJOURNMENT

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

Motion carried unanimously by voice vote.

The meeting was adjourned at 9:33pm.

Respectfully Submitted,
Kristen Aspinall
Planning Commission Secretary

/cem

MINUTES
CITY OF FARMINGTON HILLS
CITY COUNCIL MEETING
CITY HALL – COUNCIL CHAMBER
JANUARY 13, 2025 – 7:30 PM

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

Council Members Present: Aldred, Boleware, Bridges, Bruce, Dwyer, Knol and Rich

Council Members Absent: None

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Corewell Health Farmington Hills President Derk Pronger and members of his team.

APPROVAL OF REGULAR SESSION MEETING AGENDA

MOTION by Knol, support by Bridges, to approve the agenda as amended moving item 8 up to after item 2.

MOTION CARRIED 7-0.

PUBLIC HEARING AND CONSIDERATION OF PLANNED UNIT DEVELOPMENT 2, 2024 INCLUDING SITE PLAN 56-8-2024, MULBERRY PARK AND THE TABERNACLE MULTI-FAMILY HOUSING, LOCATED ON 13 MILE ROAD, WEST OF MIDDLEBELT ROAD. CMR 1-25-02

Director of Planning and Community Development Kettler-Schmult explained that this application proposes a two-part development under separate names across seven (7) parcels on the south side of Thirteen Mile Road, just west of Middlebelt Road: Mulberry Park (approximately 5.98 acres) and The Tabernacle (approximately 6.06 acres). Mulberry Park is proposed to consist of nine (9) buildings with forty (40) units of attached, two (2)-story townhouses. The Tabernacle is proposed to be age-restricted and consist of nine (9) buildings with thirty-six (36) units of attached, one (1)-story ranches.

The applicant has had three meetings before Planning Commission as is the standard process for a Planned Unit Development:

- April 18, 2024 – Planning Commission qualified PUD (7-0)
- October 17, 2024 – Planning Commission set for public hearing (8-0)
- November 21, 2024 – Planning Commission public hearing/recommendation to City Council (5-0)

The next step in the process is this evening for the public hearing before Council after hearing from the applicant, City consultants and the public.

Consultant comments

Referencing her January 6, 2025 review memorandum, Planning Consultant Bahm (Giffels Webster) provided the following information:

- The property is currently zoned RA-1 (single-family, large-lot residential).
- The proposed development includes relief from RA-1 zoning standards to allow higher density consistent with RC-1 zoning. Properties to the north, south and east are zoned RA-1; the project to the west (Baptist Manor) is zoned RC-1.
- During the qualification hearing (April 18, 2024) the Planning Commission found that of the eight standards that they could look at for the planned unit development eligibility, four were applicable to this project, primarily due to the preservation of open space and natural features. While there are significant number of trees that will be removed, there are many trees that are going to be added on the site.
- During the recent Master Plan update that acknowledged the need for housing within the community, the Planning Commission kept this area as a special planning area with the classification of Flex Residential, to allow for a different kind of housing type than single family residential detached.
- While most dimensional standards of the RA-1 zoning district are met, ordinance relief is being sought for:
 - a. Permit attached units at RC-1 density.
 - b. Permit 45 replacement trees not to be planted and 40 to be planted off site. (485 trees required to be replaced; 400 trees will be planted on-site, 40 trees replaced off-site, and waiver requested for 45 trees not replaced.)

Council questions and discussion

In response to questions, Planning Consultant Bahm provided the following information:

- Confirmed that the surrounding properties are primarily RA-1, except for Baptist Manor to the west.
- Public benefits offered as a balance to the requested zoning relief include preservation of open space, tree preservation, and alignment with the Master Plan, particularly the call for additional housing in the City, noting that this project is proposing lower density than some of the projects the City had seen in the past. The review letter lists the four items the Planning Commission considered under their qualification, including the provision of open space, and the redevelopment of sites where an orderly change of use is determined to be desirable.
- Regarding impact to the existing neighborhoods, this project minimizes impact by offering an entrance and exit only to 13 Mile Road, so that no traffic will be using existing neighborhood roads. The significant greenbelt between this project and its neighbors is beyond minimum requirements.

Applicant presentation

Aaron Schafer presented on behalf of this application for PUD approval. Steve Schafer and Spencer Schafer were also present, as were representatives from Baptist Manor and M/I Homes.

Mr. Schafer addressed the following:

- Schafer Development is under contract with Moby Investments for the 12.04 acres just west of Baptist Manor. Schafer Development is also working in conjunction with Baptist Manor to help them entitle their project and get through the approval process. The Tabernacle is the Baptist Manor portion of the project and will be age-restricted to those 55 or older. Mulberry Park is a conventional 2-story townhome development that is aimed toward younger or first-time home buyers.
- Flex Residential Zoning enables creative redevelopment of less desirable single-family lots along the 13 Mile corridor, including the clustering of townhome or attached ranch units consistent with the proposed site plan. One of the main objectives of the flex residential designation is the clustering of units to preserve substantial open space and tree rows.
- If the property were developed under the current RA-1 zoning, a home could be located as close as 35 feet from the shared southern property line. The proposed plan nearly doubles that setback to approximately 65-74 feet.
- The southern and eastern property lines contain some of the most significant tree rows, and the development has been intentionally clustered to preserve as many of these large trees as possible.
- A wildlife corridor area is a hallmark of this development, traversing eastward to the River Rouge tributary.
- The plan meets all the suggestions made by the Fire and Engineering departments, including aligning the single access boulevard entrance with Westgate Road. The drive aisles were expanded to 27' feet wide. The ring road serves both developments with widened drive aisles for improved circulation. No stub street is proposed to the east due to topographical challenges there.
- The proposed plan has evolved from the high density project previously proposed by the Chaldean Community Foundation to what is being presented today. The current proposal provides much needed multi-generational housing, providing the community at large with "missing middle" housing, catering to the needs of couples and young families who are looking to build and establish roots and enroll their children into the Farmington Hills School District, as well as seniors seeking maintenance and commitment free housing where they can age in place.
- The 76 units on 12.04 acres has a total density of roughly 6.3 units to the acre.
- Renderings showed the proposed one-story ranches for the Tabernacle, and the proposed townhomes for Mulberry Park. The two portions of this PUD will have a complementary appearance in terms of materials and colors.
- The landscape plan was designed based on feedback received from numerous site walks with residents and HOA meetings. Schafer Development continues to meet with neighbors and will be submitting a revised landscape plan to provide additional evergreens as requested by the neighbors.
- The ordinance requires that 485 trees be replaced. Over 400 trees will be planted on site, and existing trees along the southern and eastern property line, and part of the northern property line will be preserved. Of the 85 trees remaining, Schafer Development has offered to plant a significant number (approximately 45 trees) off site, on neighbor's properties.
- About 167 or 45% of the existing trees to be removed are low quality (box elders, crab apples, cottonwoods, etc.).

- Residents have been concerned about construction noise. Schafer Development is anticipating 4-5 months to do all earthwork, construction of basins, and underground utilities, and 18-24 month lead time before homes can be listed for sale and be ready for move-in.
- Schafer Development has walked neighboring residents' rear yards and knows drainage is an issue there – currently the water flows south and east. The proposed development will be designed to alleviate those issues, directing water to make its way into the basin at an agricultural rate, and from there move to 13 mile and eventually into the River Rouge tributary.
- In response to questions received from the Mayor's office this morning, Mr. Schafer said that they anticipate the value of the development to be \$27M - \$28M. Approximately 200 new residents will be added. The Tabernacle units will rent at \$2000+. The Townhomes will start in the \$400K range.
- Taxable values will be in the \$620K range for the entire development per year. The City receives approximately 30% of the total taxes.
- The Tabernacle will be for active adults 55 or older, who will not put additional burdens on the Fire Department or Public Services beyond that of any residential community.

Council discussion and clarifications

Council Member Aldred raised concerns about the traffic study presented during the November 21 Planning Commission review, noting that the projected level of service for the Westgate intersection would degrade from a C to an F by 2028 due to the proposed development, with significantly increased wait times for residents.

Aaron Schafer explained that they had worked extensively with fire and engineering departments to mitigate traffic impacts, including widening the boulevard and providing additional right-of-way for future 13 Mile Road improvements.

Public Hearing

Mayor Rich opened the Public Hearing by first noting that comments in opposition to the project had been received from Adele Letterman, Beverly Mihalko, Charles Spiess, Craig LaPointe, David and Wanda Whalen, Doug Graham, Douglas and Mamie Roberson, Dr. Sharon Lee Havis, Duane Pitcher, Elena Mityaeva and Tim Pike, Emilio Ramirez of Holly Hill Farms Subdivision, Farida Attar, Guido and Eileen Campagna, H. Nelhans, Harold Howard, J. Meissner, Joe and Kathy Sterbling, John P. Nagoda, Kim and Jeriel Heard, Larry Rosenstock, Lindsey Matych, Mais Moran, Mark Sanders, Michele Nagoda, Nicole Carroll, Patricia Labrecque, Paul Shultz, Renee and Gari Chaffin, Roger Matuz, Roman Golshteyn, Ron Breining, Rory McHarg, Teresa Petersen, Ursula Kizy, Valerie Watson, and Dr. Meital Yerushalmi.

Public comment was offered in person by:

- Emilio Ramirez/Holly Hills Farms Subdivision noted that Schafer Development had communicated well with the HOA. The 9-10 residents of Holly Hill Farms that will be directly affected by this development are concerned about loss of privacy, potential drainage problems, construction noise, possible decreases in property value, strain on the power grid, loss of wildlife habitat, removal of over 400 trees (including 57 landmark trees), and increased traffic and congestion on 13 Mile Road.
- Julie Skene, Holly Hills Farms, suggested that all homes be single-story across the back of the development, and all multi-story homes be placed further forward. She was concerned about the affordability of the homes for senior citizens, and the traffic issues that will be caused by the entryway being directly opposite Westgate subdivision's entryway. Could a traffic light be installed?
- Amy Broglin-Peterson, Westgate subdivision, was concerned about traffic.

- Michael Menlo, WoodCreek subdivision, asked for “flare lanes” and a traffic light at Westbrook if this development went forward. He was concerned about construction wear and tear on the roads.
- John Nagoda, Westgate subdivision, asked Council to deny this PUD request. The lots were zoned RA-1 for a reason, and this project provides little or no benefits to the existing community. He was concerned about tree removal, traffic safety, density, and the additional burden placed on city staff and resources.
- Adele Letterman, Westgate subdivision, opposed the density of the project. Westgate lots were $\frac{3}{4}$ acre.
- Mark Sanders, Westgate HOA president, commended the Schafers for being open with the HOA. However, the HOA thought this proposal was too big a change and too dense relative to the neighboring developments.
- Louise Lieberman, Westgate subdivision, was concerned about traffic, density, and loss of animal habitat.
- Mark Pucher, Westgate subdivision, was concerned about traffic and density of the proposed development. He requested a traffic light at the Westgate entrance.
- Debbie Isner, Woodbrook, said her property backed up to the proposed Mulberry Park development. She acknowledged the Flex Residential designation, and said it was vital to capture the tree conservation area into perpetuity. Schafer Development had met with her and made changes based on her comments.
- Lindsey Matych, Holly Hill Farms, lived directly adjacent to the project. She opposed the proposal due to the tree removal, density, impact on drainage, traffic, wildlife, loss of privacy for existing residents, and marketability. The increase in density is not tied to deep buffering from the neighborhood to the south and does not bring change that is desirable for the neighboring communities.
- Eric Schmidt said that they had recently purchased their home in the Northwest corner of Holly Hill Farms because of the location and the zoning in the area. Had they known this development could potentially be built, they would have chosen a different home in a different location. While he appreciated the Schafers coming to his home and talking to him, Mr. Schmidt believed the proposed development is not compatible with the existing neighborhood. He was concerned about traffic and the fact the intersection at Westgate Road will go down to an F.
- Angie Smith thanked the Schafers for being very transparent. She was concerned about the intersection at Westgate Road, as the situation there was already dangerous.
- Robin White, Farmington Hills resident, supported the expansion of the Baptist Manor, as long as 13 Mile Road was widened first. There needed to be a traffic light at Westgate Road.

Council questions and discussion

Council Member Knol raised several concerns and questions for the developer regarding the proposed project, focusing on compatibility, density, and privacy.

- **Compatibility Concerns:** Knol highlighted the disparity between the proposed two-story townhouses in Mulberry Park and the neighboring Holly Hill Farms, which consists of lower mid-century modern homes, many of them tri-levels. Despite the proposed buffer, the two-story structures would be visible, especially given the time it will take for newly planted trees to mature.
- **Density Issues:** While the proposal includes a similar number of units as neighboring developments, such as Westgate and Cove Creek, those developments feature larger lots and lower density. Council Member Knol compared the project to the recently approved Villas at Pebble Creek, which has 75

condos spread over 30 acres and consists of one and 1.5-story units catering to families and older residents looking for options without stairs.

- **Potential Modifications:** Council Member Knol suggested reducing the density of the Mulberry Park section by converting the two-story townhouses near Holly Hill Farms into one-story condos. This adjustment could address privacy concerns and reduce the total room count, aligning it more closely with RC-1 standards.

Council Member Knol said that she could not support the project in its current form. She invited the developer to consider reducing the density and incorporating more one-story units, particularly along the border with Holly Hill Farms.

In response, Mr. Schafer noted that when combined, the developments fall seven units below the RC-1 unit cap for the site. He emphasized the trees that would be planted and the outreach to neighbors regarding landscaping. Mr. Schafer acknowledged density concerns but emphasized that the property's location along 13 Mile and evolving housing trends favor clustered, lower-maintenance housing, as reflected in the City's master plan since 2009. He highlighted the significant density reductions from previous proposals while balancing economic feasibility with community feedback and striving to provide attainable housing options.

Spencer Schafer emphasized efforts to ensure compatibility by transitioning to two-story buildings for half the development, aligning more closely with neighboring ranches and colonials. The proposed setbacks far exceed PUD and RA-1 requirements, providing additional buffer space. While the proposal differs from current zoning, it does align with the master plan's allowance for one- to three-story units.

Council Member Bruce asked the planning consultant to clarify the primary purpose of a Planned Unit Development (PUD). Planning Consultant Bahm explained that a PUD allows projects that do not align with existing zoning standards to move forward, particularly when no other zoning category adequately accommodates the proposed development.

Council Member Bruce expressed concerns about the proposed PUD, questioning its appropriateness for the subject RA-1-zoned properties. He emphasized that the PUD process is typically used for problematic properties that cannot otherwise be developed, but in this case, he has seen no evidence that the lots could not be sold and developed as RA-1. The proposal's high density disrupts the residential character of the neighborhood and unfairly alters expectations for nearby residents who purchased properties assuming the current zoning would remain unchanged.

Council Member Bruce highlighted the importance of maintaining low-density zoning to protect neighborhood integrity and argued that development should not prioritize maximizing a property owner's financial return at the expense of the community. While the development is visually appealing, it would be better suited to a different location. Concerns about increased traffic and congestion were real, as the proposed development would add 200 residents to the area.

In conclusion, Council Member Bruce stated that sometimes no development is better than bad development, and that while he appreciates the developer's efforts and the development is beautiful, he does not see sufficient community benefit from the PUD at this location and cannot support the

proposal in its current form. He reiterated his commitment to ensuring developments align with zoning standards and protect the long-term character of the city.

Council Member Aldred acknowledged that the Master Plan designates the area as Flex Residential, providing for greater development flexibility, but emphasized that this designation does not equate to RC-1 density. The proposed density at 6.3 units per acre exceeds what is appropriate for the site and does not align with the intent of flex residential zoning.

Council Member Aldred outlined three key objectives for the development: minimal impact on the neighboring properties, acceptable traffic levels with safe conditions, and a high-quality housing product. He stated that the proposal falls short on the first two points, citing insufficient setbacks, limited open space, and significant traffic concerns, including a projected F grade for level of service at the boulevard entrance. While he commended the housing designs as high quality and visually appealing, he criticized the lack of walkability and sidewalks within the development, which he attributed to the high density. Council Member Aldred noted that developments like Cove Creek, with a density of 3.1 units per acre, are more compatible with the area and should serve as a benchmark for flex residential zoning.

In response, Aaron Schafer emphasized the development team's readiness to work collaboratively and explore creative adjustments to the plan to address the issues raised.

Council Member Bridges discussed the PUD process and its application to the proposed development. He clarified with Planning Consultant Bahm that the process is guided by the Michigan Planning Enabling Act, but cities have discretion over the specific criteria outlined in their ordinances. Council Member Bridges noted that the Planning Commission is considering reviewing the ordinance to ensure it aligns with current land development needs and remains applicable to the city's context as a nearly fully developed community.

Council Member Bridges was opposed to this development project, citing concerns about density and compatibility with the area's character. He emphasized that Farmington Hills residents value open space and large lots and move here for those characteristics, and the proposal's higher density disrupts the established neighborhood dynamic. While commending the developer for thoroughly addressing resident concerns and presenting a comprehensive review, Council Member Bridges maintained that the proposed development is out of character for the area and does not align with the expectations of the surrounding community.

In response, Aaron Schafer noted the scarcity of open land in Farmington Hills and emphasized that the Planned Unit Development (PUD) mechanism is one of the few tools available to creatively address housing needs. He highlighted the importance of providing housing options for the "missing middle" as well as empty nesters and the aging population in the city. At the same time, Mr. Schafer acknowledged the Council's concerns about density and traffic.

Council Member Boleware agreed with concerns raised by fellow council members. She praised the overall design of the project, particularly the Tabernacle portion. However, she expressed significant concerns about the density of the Mulberry portion and its impact on traffic. Council Member Boleware supported the concept of a multi-generational development combining housing for older adults and

younger families but the traffic challenges in the area, especially during peak hours, make the proposed density problematic. She noted that the Tabernacle's age-restricted residents are less likely to add to traffic during busy times, but the Mulberry portion, with younger families, would increase the traffic congestion.

Council Member Boleware commended the effort to replace 400 removed trees and distribute additional trees throughout the site. Unfortunately, density and traffic concerns particularly at the Westgate/Mulberry intersection remain primary issues and she encouraged the developer to consider reducing the number of units in the Mulberry portion. Council Member Boleware complimented the project's design and facade.

Request for postponement

Spencer Schafer addressed concerns about traffic, explaining that the development team was working with Julie Kroll at Fleis & Vandenbrink. The alignment of the proposed boulevard entrance with Westgate had been requested by the City's engineering department, changing the current three-way intersection into a four-way. The development team wants to maintain the intersection's level of service at a D rating or better and is open to revisiting potential solutions, including the possibility of adding a second entrance. Mr. Schafer expressed a willingness to refine the proposal based on Council feedback and requested that the item be tabled to allow time for revisions.

Mayor Rich thanked the Schafers for their community engagement, including attending the recent "Walk the Hawk" event and discussing the proposed development with residents. However, Mayor Rich acknowledged significant concerns raised by both residents and Council members.

Mayor Rich was also concerned about walkability, along with the absence of placemaking. She suggested incorporating public art in the proposal, noting the Council's ongoing discussions about implementing a public art ordinance. She was concerned about affordability, as the proposed \$2,500 monthly cost of the Tabernacle rentals is more than many residents can pay, especially seniors living on fixed incomes. Traffic impacts and the deteriorating state of existing structures on the property remain pressing issues.

Acknowledging the developer's request to table, and after discussion regarding scheduling, the following motion was offered:

MOTION by Boleware, support by Dwyer, that the City Council of Farmington Hills hereby approves the postponement of the public hearing and consideration of Planned Unit Development 2, 2024 including Site Plan 56-8-2024, Mulberry Park and The Tabernacle Multi-Family Housing, located on 13 Mile Road, west of Middlebelt Road, to March 3, 2025.

MOTION CARRIED 6-1 (Bruce opposed).

At 10:00pm Mayor Rich called a short break and reconvened the meeting at 10:14pm.

ADDITIONS TO AGENDA

There were no additions to the agenda.

PUBLIC COMMENTS

None.

CITY ATTORNEY REPORT

City of Farmington Hills-City Council Regular Session Meeting
January 13, 2025
Page 9 of 27
Attorney report was received by Council.

APPROVED 2/10/2025

ADJOURNMENT

The regular session of City Council adjourned at 12:54AM.

Respectfully submitted,

Carly Lindahl, City Clerk

From: [Charmaine Kettler-Schmult](#)
To: [Carly Lindahl](#)
Subject: FW: March 3 Council Meeting : 13 Mile Rd. PUD
Date: Wednesday, February 26, 2025 8:56:16 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Comments for the City Council meeting.

Charmaine Kettler-Schmult

Director of Planning and Community Development

O: (248) 871-2543

Email: ckettler@fhgov.com

City of Farmington Hills | www.FHgov.com
31555 W. Eleven Mile Rd. | Farmington Hills, MI 48336



From: Beverly Mihalko [REDACTED]
Sent: Wednesday, February 26, 2025 8:33 AM
To: Charmaine Kettler-Schmult <CKettler@fhgov.com>
Subject: March 3 Council Meeting : 13 Mile Rd. PUD

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Ms. Kettler-Schmult,

At the recent City Council meeting, the revised 13 mile PUD proposal received numerous comments and concerns from Council regarding 2-story townhomes, traffic, density, walkability, visual impact, and buffering. Many residents also raised issues with regard to density, drainage, privacy, environmental impact, and marketability. While it became clear that City Council did not appear to be in favor of the PUD as presented, the developers requested a postponement of the vote to address Councils' concerns and resubmit.

The revised PUD has been shared by our HOA president and I remain concerned with this plan. The density of the plan, while removing 7 units, still exceeds the RA-1 zoning currently allocated to this parcel and minimally reduces the density from 6.33 units/acre to 5.75 units/acres. This plan which would again require a rezoning of the parcel to RC-1, significantly deviating from the RA-1 zoning of all surrounding neighborhoods and would still require the removal of several hundred trees. Furthermore, the density and size of the proposed structures does not allow for the replanting of the required number of trees for this parcel due to lack of open space.

While Council requested the plan be revised to include ranch units, two-story townhomes remain in the newest plan revision.

I have lived in the Westgate Subdivision for 41 years. I consider Westgate and the surrounding residential communities, including Holly Hills and Woodcreek, to be among the true gems of Farmington Hills. They offer the residents of these communities a quiet, secluded environment with large 1-2+ acre lots, mature trees, a creek, and the abundance of wildlife that accompanies and complements this pristine setting. Those who live here have chosen this setting because of all it offers our families and the community at large.

While I am not opposed to the potential development of this property, I am truly concerned about the high-density of this proposed project and the precedent it would introduce for the remaining properties on 13 Mile Road.

I respectfully ask the Council to reject this high-density proposal.

Regards,
Beverly Mihalko, PhD, MPH
29940 Northbrook St., Farmington Hills
Member, Westgate Civic Association



From: [Charmaine Kettler-Schmult](#)
To: [Carly Lindahl](#)
Subject: Fw: 13 Mile Road PUD
Date: Tuesday, February 25, 2025 9:25:25 PM

Please forward to city council for the Monday meeting
Charmaine

Get [Outlook for Android](#)

From: JO ANNE ZECHAR [REDACTED]
Sent: Tuesday, February 25, 2025 5:13:41 PM
To: Charmaine Kettler-Schmult <CKettler@fhgov.com>
Subject: 13 Mile Road PUD

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We are all very appreciative of the last meeting where tabling the 13 Mile Road PUD Development approval took place and Schafer Development was asked for clarification on the traffic, density, walkability, visual impact, buffering, drainage, environmental impacts and marketability were questions and concerns we would like addressed . I honestly believe this was the right move for all parties. I live in the West Gate Subdivision. Although it is not always hard to get in or out, I do have legitimate concerns when the traffic is heavy. It is alarming the speed and lack of patience people use when driving- something that is a problem probably everywhere. When it is right outside your daily living experience- it is both noticeable and scary. People use the center lane to pass a line of traffic that is merely waiting for the lights to change at Middlebelt or at the Baptist Manor light. With the start of construction season we will see increased traffic as 13 Mile will be a detour route for some. This will only get worse when you add 60 plus potential housing units across the street. The replacement of the environment is not adequate to what will be removed. The density is still off, despite 7 fewer units. I know there will eventually be development there, and I'm okay with that, but I'm not willing to put safety, density and the beautiful environmental area- or the lack of it- before the residents that call this area their home. I know some changes have been made- so our concerns have been taken into account - but they are not yet adequately appropriated. The proposed development is getting better but it still needs to be downsized for the amount of space available and the neighboring area. Doing so would alleviate some portion of the huge list of concerns that still remain. I thank you for taking us into consideration and hope you can challenge Schafer Development to dig deeper to make the necessary adjustments that make the proposal a win for all stakeholders. Thank you!

Jo Anne Zechar
Sent from my iPhone

From: [Charmaine Kettler-Schmult](#)
To: [Carly Lindahl](#)
Subject: FW: Property on 13 Mile between Orchard Lake and Middlebelt
Date: Wednesday, February 26, 2025 12:34:42 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Comments for City Council.

Charmaine Kettler-Schmult
Director of Planning and Community Development
O: (248) 871-2543
Email: ckettler@fhgov.com

City of Farmington Hills | www.FHgov.com
31555 W. Eleven Mile Rd. | Farmington Hills, MI 48336



From: kathy sterbling [REDACTED]
Sent: Wednesday, February 26, 2025 10:12 AM
To: Charmaine Kettler-Schmult <CKettler@fhgov.com>
Subject: Fwd: Property on 13 Mile between Orchard Lake and Middlebelt

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

----- Forwarded message -----

From: **kathy sterbling** [REDACTED]
Date: Wed, Feb 26, 2025 at 10:03 AM
Subject: Property on 13 Mile between Orchard Lake and Middlebelt
To: <ckettler@fhgov.com>

Dear Ms. Kettler-Schmult:

Mr. Sterbling and I have been residents in Holly Hill Farms since August 1977 and have some great concerns about this proposed building complex.

This subdivision has an architectural division who approves or disapproves of any outside changes to our homes in order to keep with the Mid Century Modern style of Holly Hill Farms. We contend that the design and height of these proposed condos are not in corroboration with the style of the homes in our Sub or in Westgate sub.

Secondly, the drainage issues, the disparity of the traffic on 13 Mile and the buffering of sounds and visual effects to the subs nearby are incorriible.

The Schaefer group was going to come up with some different ideas for this property and the only differences from the prior plans are 1) the setback to HHF of 10 feet which does not save trees; 2) only 7 units removed and thus a higher density than allowed by current zoning; 3) two story condos would remain despite the City Council's desire for ranch units and 4) sidewalks were added.

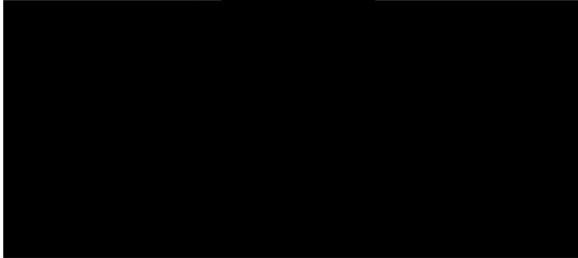
Please consider all of these facts prior to approval of this plan for the above property.

We appreciate your concerns.

Joe and Kathy Sterblin
29616 Pond Ridge Road, Holly Hill Farms

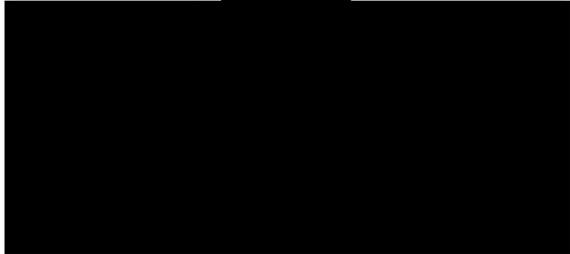
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Kathy Sterbling, 



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Kathy Sterbling, 



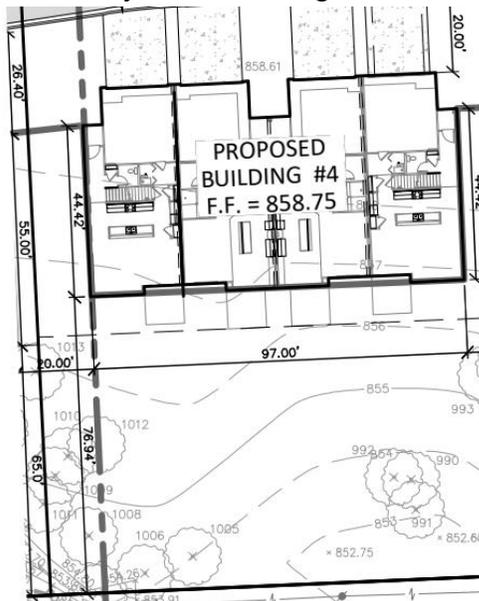
Dear City Council,

I am a resident of Holly Hill Farms and live directly adjacent to the site of the 13 Mile PUD Application. In preparation for the City Council meeting on March 3rd, I have reviewed the revised plans submitted on February 10th and would like to address the ineffective changes made to the proposal, the concerns that were still not addressed, and the lack of benefit to the community.

Ineffective Changes:

Buffering: The developers boast an 83-86 ft setback which increases the prior setbacks by 11-16 ft but the diagrams provided contradict this. Additionally, the 83-86 ft does not include the 10 ft patios that protrude from the rear of the buildings.

Previous 76.94 ft setback to the Mulberry Park building closest to The Tabernacle:



The same building on the new plan at 85.57 ft (now renumbered as #3 due to fewer units):



The difference in these setbacks is 85.57 ft – 76.94 ft or a difference of 8.63 ft. Additionally, these setbacks are to the building and not the patio so after taking this into account, the setbacks on the southern perimeter are between 73-76 ft to the property line. This fails to meet the 75 ft bare minimum suggested as a revision to the plan.

Traffic: One of the most crucial requirements to successfully proceed with this proposal was mitigating traffic concerns and ensure the C Rating of the Westgate intersection did not worsen. Under the first proposal, this intersection would become an F. It appears that the developers have submitted a revision that is even worse than the prior submission.

The revised plan dangerously offsets the Westgate and new development entrances which results in no clear right of way and limited visibility. The entrance is now flared and almost overlaps the driveway of the adjacent home (seen in the diagram on the right side). There are future plans to connect this proposed neighborhood with the rest of the Baptist Manor at an undetermined time. For the time being, this means there is still only one entrance. This future connection would also encourage the possibility of added traffic caused by Baptist Manor residents entering through Mulberry Park or bypassing their exit to leave from the new neighborhood.

I have created a diagram below demonstrating the chaos of this intersection:



Westbound Traffic on 13 Mile	Passing Vehicle Turning into Westgate in Left Turn Lane
Eastbound Traffic on 13 Mile	Passing Vehicle Turning into Mulberry Park in Left Turn Lane
Left Turn into Westgate	Right Turn into Mulberry Park
Left Turn into Westgate Using Middle Turn Lane	Right Turn out of Mulberry Park
Left Turn out of Westgate Using Middle Turn Lane	Left Turn out of Mulberry Park
Left Turn out of Westgate	Left Turn out of Mulberry Park Using Middle Turn Lane
Right Turn out of Westgate	Left Turn into Mulberry Park
Right Turn into Westgate	Left Turn into Mulberry Park Using Middle Turn Lane

Even under perfect traffic conditions, this would be unsafe. **Each intersection of lines shows the possibility of a collision.** At the meeting, many Westgate residents complained of drivers passing them while turning right into their neighborhood. The passers illegally use the middle turning lane and this very realistic possibility was included in the diagram. This stretch of road is 45 MPH and high speeds will further contribute to possible accidents. The traffic configuration and influx in density proposed by this project would create extremely dangerous road conditions for this area.

Density: The current zoning of these lots are RA-1. The zoning of Westgate, Holly Hill Farms, Cove Creek, and the single family homes along 13 Mile are also zoned RA-1. For some reason, the developers seem to think that Flex Residential is an invitation to submit an RC-1 Project to City Council. The traffic study alone will demonstrate the fact that this area cannot support an RC-1 Development. There is also no indication that an RA-1 Development like Cove Creek is not desirable in this area. Submitting a PUD Application to circumvent the process required to build an RC-1 Zoned Project is explicitly prohibited.

According to the Master Plan, “The Future Land Use Map identifies areas of the City that are planned for certain uses. A future land use map is NOT a zoning map, nor does it change the zoning of any property. Rather, it establishes a policy basis for the Zoning Map and the Zoning Ordinance, which translate planning into a full regulatory framework.” **At no point has the zoning of these properties changed from RA-1 to RC-1.**

Additionally, **submitting a PUD in an RA-1 area and attempting to change the zoning in the process is reason for denial** according to the Zoning Ordinance if it fails to improve public health, safety and welfare in the area affected, “The use of [a PUD] 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.” Passing this proposal would risk the health, safety, and welfare of the surrounding area by creating dangerous traffic conditions. **An RC-1 project would require a zoning change not a PUD approval.**

If the sole aim of a proposal is to increase density without applying for the applicable zoning change, it is also automatically disqualified. In this case, the project fails to achieve any City Objectives and the main variance requested is a density significantly higher than surrounding projects. According to the Zoning Ordinance, “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.”

In response to the significant density issues, the developers removed just 7 units in total from both sides of the project. After this update, it would still be considered RC-1 Density and the wellbeing of the surrounding residents was completely disregarded by the developers. This is unacceptable and defies the Master Plan and Zoning Ordinance.

Additionally, **their chart includes incorrect figures** and a project zoned RA-2 not RA-1.

Exhibit 3

Adjacent Townhome Densities Comparison Chart

RA-2 surrounded by a school and office buildings

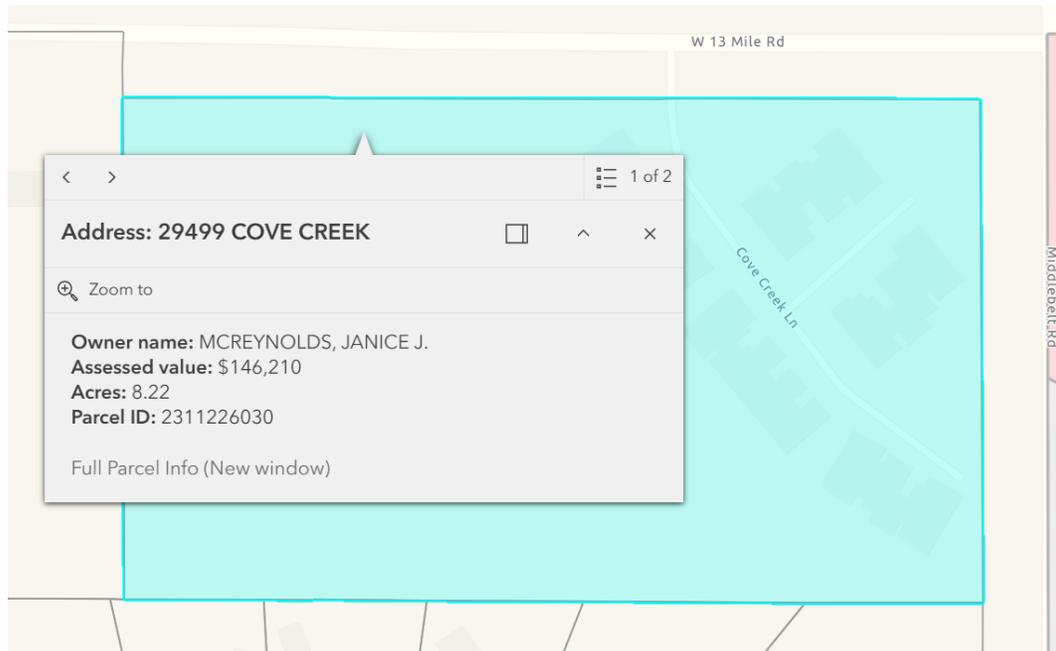
Community	Density / Acre	Rooms / Acre
Cove Creek	4.21	16.82
13 Mile (NEW)	5.54	19.50
Glen Oaks	5.28	21.10
13 Mile (ORIGINAL)	6.31	22.26

The actual density of Cove Creek is 2.06 and the rooms/ acre is 8.27 (see math below)

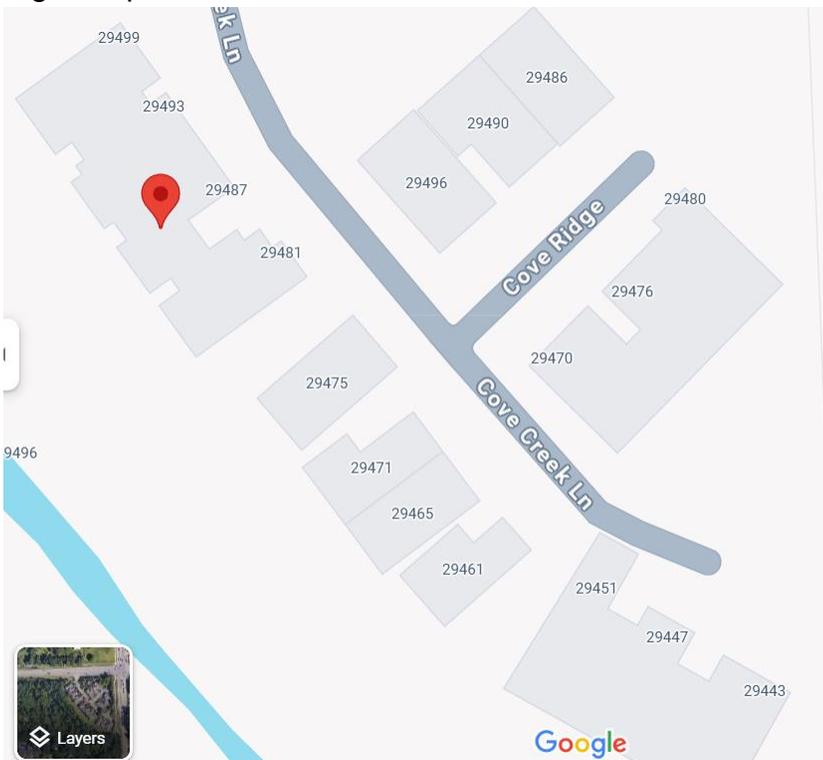
Glen Oaks is surrounded by commercial properties including office buildings and a school. It is zoned RA-2 so this is not at all comparable. This project was completed by Schafer Development in 1999 and is the last time the Schafers have constructed anything in the City of Farmington Hills.

Cove Creek is a very reasonable comparison and a new development should model this project. This RA-1 Condo Project is a great example of the creativity implied by the Flex Residential Use but **the density numbers of Cove Creek are not accurate on Schafer Development's chart.** Cove Creek consists of 17 units on 8.22 acres which is a density of 2.06 not 4.21 like the chart falsely claims. Assuming each unit is 3 bedrooms, the room count/ acre would be 8.27 not 16.82.

The Zoning Map confirms the site of Cove Creek is 8.22 Acres and zoned RA-1:



Google Maps and a BS&A Search for Cove Creek verifies there are 17 Units:



Address
29443 COVE CREEK
29447 COVE CREEK
29451 COVE CREEK
29461 COVE CREEK
29465 COVE CREEK
29470 COVE CREEK
29471 COVE CREEK
29475 COVE CREEK
29476 COVE CREEK
29480 COVE CREEK
29481 COVE CREEK
29486 COVE CREEK
29487 COVE CREEK
29490 COVE CREEK
29493 COVE CREEK
29496 COVE CREEK
29499 COVE CREEK

The density of The Tabernacle and Mulberry Park is 5.54 which is more than double and almost triple the density of Cove Creek (2.68 times larger to be exact). It is no surprise that there is an alarming impact on traffic, more than half of the trees would be cut down, and no open space would remain.

Visual Impact: Schafer Development chose to ignore the request to remove one story of the towering two story townhomes adjacent to Holly Hill Farms.

Attempting to cover up a massive 27 ft tall building sitting on elevated ground would be nearly impossible. The enormous landmark trees that already exist on the property should be preserved to create natural privacy. The revised plan shows the trees that I am fighting to preserve would still be removed after the minimal increase to setbacks.

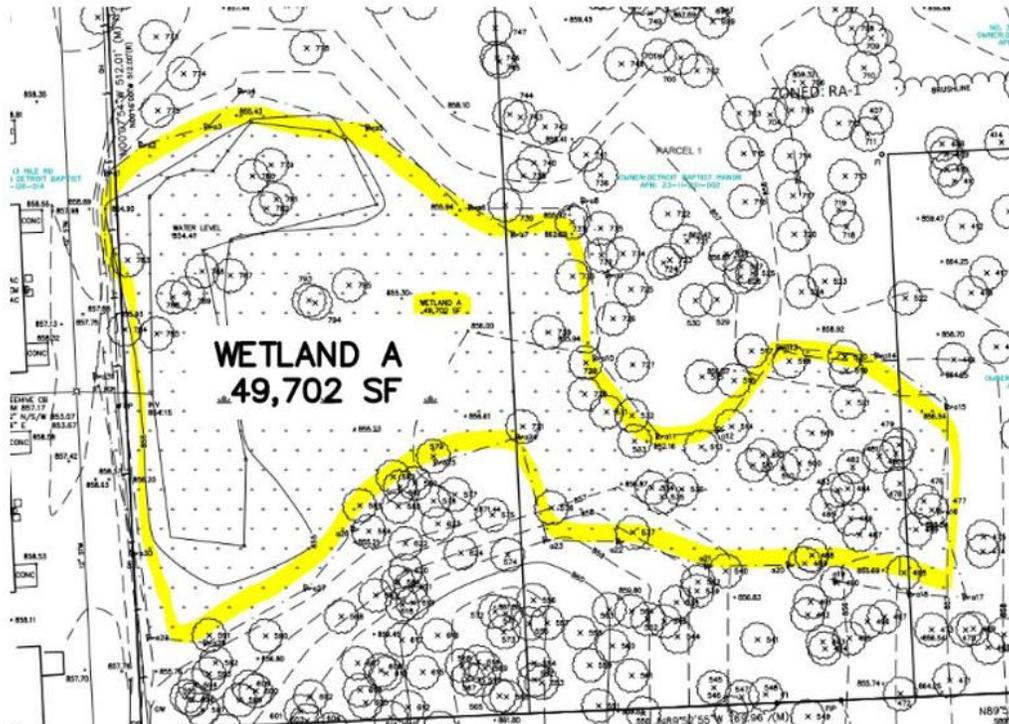
The photo below shows my property line in blue and the evergreen trees are labeled by number:



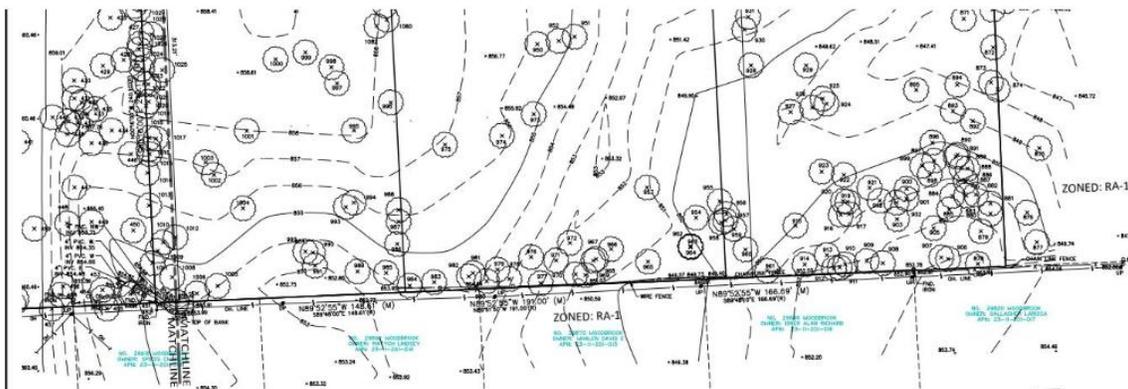
Unaddressed Concerns:

In addition to the issues I have already mentioned, this project still fails to resolve the following problems:

- Drainage Issues
 - The developers insisted in prior meetings that runoff will be no concern because there are no wetlands on the site. The maps included in their reports confirm there is a **wetland covering 1.14 acres (49,702 sf)** on the Tabernacle side



- The plan shows this area will be stripped of trees and vegetation and covered in buildings and streets causing the water to be displaced into the neighboring properties
- The Mulberry Park side shows a steep drop off on the rear perimeter and is already draining water into Holly Hill Farms yards on Woodbrook Street



- With significantly fewer trees to mitigate this water and no evidence the developers are capable of containing this issue, my backyard will be subject to substantial flooding. The photos below show the water flowing into my yard after heavy rains:



- Extreme Tree Removal
 - 153 trees are scheduled for removal from Mulberry Park (out of 273 trees) resulting in a **deforestation rate of 56%**
 - 232 trees are scheduled for removal from The Tabernacle (out of 410 trees) resulting in a **deforestation rate of 56%**
 - After eradicating more than half of the trees, the developers had the audacity to request a pardon from replanting the wooded acreage they destroyed. They offered a shallow promise that the missing trees would be planted on a neighboring property at no cost to the homeowner:

The applicant is requesting a waiver for planting fewer replacement trees than required, and offers to plant 40 trees on the Dunn property and within Holly Hill Farms in exchange for said relief. This lowers the overall shortfall of planted trees from 85 to 45.

- On the most recent revision, the developers begrudgingly offered to barely meet the minimum requirements for tree regulations (their report is yet to confirm this)
- Loss of Habit
- Lack of Affordability
- Loss of Privacy for Neighbors
- Impact on the Area's Power Grid
- A Multitude of Unforeseen Consequences of this Density Surge

No Community Benefit:

Through the PUD Qualification Process, Schafer Development has submitted a plan that has two clear goals:

- 1) Meet the bare minimum requirements in every category that benefits the community
- 2) Increase the density significantly higher than the existing zoning

Unsurprisingly, the Zoning Ordinance explicitly states that this kind of submission will be denied by the City of Farmington Hills. I quoted the full excerpts outlining these guidelines previously in this letter and have summarized Zoning Ordinance verbiage below:

- Submitting a PUD to circumvent a zoning change is unacceptable especially when it doesn't improve public health, safety, or welfare
- If the sole aim of the PUD is to increase density, then it is disqualified and would require a zoning change

To further ensure that a PUD is not submitted at the detriment of the surrounding area, it is required that at least one City Objective has been met and it is encouraged to achieve more than just one. In this case, **this proposal fails to meet any of the eight possible City Objectives.** I have paraphrased the objectives below:

1) Permanently preserve open space or natural features

- This project would permanently destroy open space by removing more than half the trees and increasing the density between 2 and 3 times higher than a reasonable project.

2) Permanently establish land use patterns compatible with current and future plans

- It is not compatible with the existing zoning or the suggestions of the Master Plan including the Flex Residential Use.

3) Permanently set aside open space

- No open space is set aside and the lots would be filled with buildings and streets. As a comparison, the Inkster and 12 Mile proposal set aside almost 40% of the site as open space. An aerial view of Cove Creek shows more than half of the site was preserved. To achieve 40%-60% open space like these projects, the setbacks to the rear perimeter would need to be increased to 200 to 300 ft.



4) To create a transition or buffer to residential areas

- This does not serve as a buffer to residential areas and the existing neighborhoods would need to create their own buffers against the new project. It is attempting to surge the density to an extreme level in a site surrounded by very low density neighborhoods.

5) To create a public improvement that would improve public health, safety, or welfare

- This plan would pollute surrounding neighborhoods, create unsafe roads, and the overall well-being of the surrounding residents would decrease with their privacy and safety

6) To promote the Master Plan

- This does not meet the goals of the Master Plan and drastically increases density, eradicates the existing trees, and does not create a deep buffer.
- The Master Plan states, "Redevelopment could occur in a variety of formats, from small detached units to attached units built as townhomes, small multiplex buildings, or a mix of multiple styles. This category recommends clustering of units. Where a portion of the site is developed, planning for cross-connections to future redevelopment should be integrate into site design. Increases in density should be tied to deep buffering from the neighborhood to the south, including preservation of the natural vegetation to the greatest extent possible."

7) To foster aesthetic appearance through quality building design, site development, trees/ landscaping beyond the minimum, preservation of historic sites, and open space/ other features beyond the minimum

- The towering project that is not cohesive with the surrounding properties does not foster aesthetic appearance through quality building design, the site is designed for maximum density, trees would be cut down and then replaced at the bare minimum (or less), and the adjacent historic 1950's neighborhood would be compromised. This design offers minimum trees, maximum units, and absolutely nothing aesthetically desirable.

8) To bring change that is desirable

- The landscape and trees would be destroyed, the roads would be extremely dangerous, and the surrounding area would be subject to numerous problems. This does not bring change that is desirable for myself or any of my neighbors.

This proposal should have already been denied at the Planning Commission stage of the PUD Qualification Process. The Zoning Ordinance is written in a way that deters developers from presenting outlandish proposals like this one. After the first City Council meeting in January, it was clear that substantial change would be required for this plan to be accepted. It will be under review a second time on March 3rd and on behalf of myself and my community, I urge you to deny it accordingly. Thank you for taking the time to review my concerns.

Sincerely,

Lindsey Matych

From: [Charmaine Kettler-Schmult](#)
To: [Carly Lindahl](#)
Subject: FW: PUD for 13 Mile Corridor
Date: Friday, February 28, 2025 11:32:12 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Comments for City Council

Charmaine Kettler-Schmult

Director of Planning and Community Development

O: (248) 871-2543

Email: ckettler@fhgov.com

City of Farmington Hills | www.FHgov.com
31555 W. Eleven Mile Rd. | Farmington Hills, MI 48336



From: [REDACTED]
Sent: Friday, February 28, 2025 11:28 AM
To: Charmaine Kettler-Schmult <CKettler@fhgov.com>
Subject: PUD for 13 Mile Corridor

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Director Kettler-Schmult:

I am a long time resident of Westgate Subdivision (43 years) on 13 Mile Road (between Orchard Lake and Middlebelt) and have lived here for the years with all of the development of our city, specifically, Northwestern Highway between 14 Mile and Middlebelt. I know there is a meeting for approval of the PUDs on Monday, March 3, 2025, which I will be attending.

However, this letter is to advise you of my opposition to the massive projects proposed across the street from the entrance of our subdivision. The objections is simple: DENSITY, DENSITY, DENSITY. We all know that acreage will be developed. But even the new proposals of seven (7) less units leaves 70 two story units! The original acreage for these units was approximately 6.2 acres zoned for 13 single family homes! The proposed buildings are two story condos, not separate homes and not ranches. The amount of woods that will be destroyed is shameful. Wildlife has enough of a problem surviving as it is. I can't believe that the developers of both projects will not still make money with less density. Yes, not as much, but still very profitable. The traffic with construction and later with all the residences will be

horrific. That intersection is at the top of a hill and is dangerous as it is just for Westgate residents. They can do as many traffic studies as they wish, but the truth of the matter is that they don't live here, in this subdivision or in the 13 Mile corridor as they call it. They say another entrance to go out Baptist Manor will eventually be connected. With all of the development around my home and the promises of the developers, if it ever happens, it will be a long time coming. They promise all the solutions and when they get their approvals, the people are stuck with what they are willing to do, if anything, not what they promised. I know about promises not kept.

Please ask City Council to please, please either deny the PUD applications as they are presented right now or, if they do approve, make sure the density is less. That acreage cannot support all residences. It is zoned for single family for a reason. I'm tired of developers telling me it won't make any difference in my life. Well, it will and we who live at Westgate agree.

Thank you,
Michele Nagoda
30079 Richmond Hill
Farmington Hills, MI 48334



From: [Jeri LaBelle](#)
To: [Carly Lindahl](#); [Ashley Hopper](#)
Subject: FW: Revised plans status, PUD for Schafer Develop
Date: Tuesday, February 18, 2025 1:20:19 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Below is a request from Steve Schafer who has a PUD for 13 Mile Rd. going back to City Council March 3, 2025 which was set as a date certain.

He is requesting to delay until March 24, 2025 for his revisions. Do need something more formal for the Schafer's or is this enough.

I would guess Council would have to open and close this item.
Let me know.

Jeri LaBelle
Secretary to the Director of
Planning and Community Development
248-871-2540



City of Farmington Hills | www.FHgov.com

Office Address: 31555 W. Eleven Mile Rd. | Farmington Hills, MI Zip 48336



From: Steven Schafer <steve@schafer-dev.com>
Sent: Tuesday, February 18, 2025 10:15 AM
To: Jeri LaBelle <JLaBelle@fhgov.com>; Aaron Schafer <aaron@schafer-dev.com>; Spencer Schafer <spencer@schafer-dev.com>
Cc: Charmaine Kettler-Schmult <CKettler@fhgov.com>
Subject: RE: Revised plans status

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Jeri, we are working to revise and complete the traffic study and the final site plan. We respectfully request that we be pushed to the 24th Council meeting. We will be able to submit the above study and plans approx. 2 weeks before the Council meeting on the 24th. Please advise that this acceptable

From: Jeri LaBelle <JLaBelle@fhgov.com>

Sent: Tuesday, February 18, 2025 8:53 AM

To: Steven Schafer <steve@schafer-dev.com>; Aaron Schafer <aaron@schafer-dev.com>; Spencer Schafer <spencer@schafer-dev.com>

Cc: Charmaine Kettler-Schmult <CKettler@fhgov.com>

Subject: Revised plans status

Charmaine asked me to check if you will have an updated plan for your 13 Mile project or delaying?

March 3, 2025 was the postponement to date certain.

Jeri LaBelle
Secretary to the Director of
Planning and Community Development
248-871-2540



City of Farmington Hills | www.FHgov.com

Office Address: 31555 W. Eleven Mile Rd. | Farmington Hills, MI Zip 48336



From: [REDACTED]
To: [Gary Mekjian](#); [Karen Mondora](#); [Carly Lindahl](#); [Charmaine Kettler-Schmult](#); [Steve Joppich](#)
Subject: Moving the date of the 13 Mile Road PUD (The Tabernacle/Mulberry Park) from March 3 to March 24
Date: Tuesday, February 18, 2025 4:07:36 PM
Attachments: [Robert's rules of order.docx](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Gary, Karen, Carly, Charmaine, and Steve:

In order to have all of the surveys and documents completed for their presentation to City Council, Schafer Development Company would like to move their PUD hearing from March 3, 2025 (which was tabled to that date certain) to the next City Council meeting on March 24, 2025.

I have attached the relevant section of Robert's Rules of Order motions necessary to make this change.

Please let me know if this move is possible.

Thanks,
Vicki Barnett

[REDACTED]



**CITY MANAGER'S REPORT TO
MAYOR AND COUNCIL**

DATE: March 3, 2025

DEPT: Planning and Community Development

RE: Amend Planned Unit Development ("PUD") Plan 2, 2021, including Revised Site Plan 59-5-2022 - Villas at Pebble Creek (Sarah Fisher)

ADMINISTRATIVE SUMMARY:

Applicant: Roberston Brothers Homes

Owner: Evangelical Homes of Michigan

Sidwell: 22-23-12-476-008

Zoning: RA-1B One Family Residential District

Master Plan: Single-Family Residential

Location: 27400 Twelve Mile Road; northwest intersection of Twelve Mile and Inkster Roads

Description:

The application to amend PUD Plan 2, 2021, including Revised Site Plan 59-5-2022, proposes to amend the Council-approved PUD and Site Plans to remove the previously proposed one hundred (100)-bed skilled nursing facility and instead propose a fully residential project with seventy-five (75) site-built one-family detached dwelling units. The existing chapel onsite remains proposed to be preserved in this new plan as part of a common park area at the center of the development.

Since the February 10, 2025, regular Council meeting at which the subject application was postponed, the applicant has removed the northernmost driveway providing access to the site to and from Inkster Road from the plans.

Please see Giffels Webster's review attached for a detailed review of the plans.



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

PROCEDURAL HISTORY:

- November 21, 2024 - Planning Commission set for public hearing (5-0)
- December 19, 2024 - Planning Commission public hearing and recommendation to City Council (7-0)
- February 10, 2025 - City Council public hearing postponed to March 3, 2025 (7-0)

ZONING DEVIATIONS:

Permit

- construction of site-built one-family detached dwelling units at the requested density of seventy-five (75) units;
- thirty (30)-foot exterior side yard setback along Cheswick Drive;
- no installation of western buffer plantings; and
- one hundred (100)-foot lot width for the proposed splits where one-hundred-and-forty (140) feet is required.

POTENTIAL COUNCIL ACTIONS:

Suggested Resolution for conditional APPROVAL:

Resolve that the application to amend PUD Plan 2, 2021, including Revised Site Plan 59-5-2022, dated October 17, 2024, and November 4, 2024, respectively, as revised, submitted by Robertson Brothers Homes, are approved, subject to the following conditions:

- (1) All outstanding issues identified in Giffels Webster's November 13, 2024, review shall be addressed to the reasonable satisfaction of the City Planner;*
- (2) All outstanding issues identified in the City Engineer's November 12, 2024, and February 26, 2025, interoffice correspondence shall be addressed to the reasonable satisfaction of the City Engineer; and*
- (3) All outstanding issues identified in the Fire Marshal's February 26, 2025, interoffice correspondence shall be addressed to the reasonable satisfaction of the Fire Marshal.*

[Insert additional conditions of 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.



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

Suggested Resolution for DENIAL:

Resolve that the application to amend PUD Plan 2, 2021, including Revised Site Plan 59-5-2022, dated October 17, 2024, and November 4, 2024, respectively, as revised, submitted by Robertson Brothers Homes, are 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.]

ATTACHMENTS:

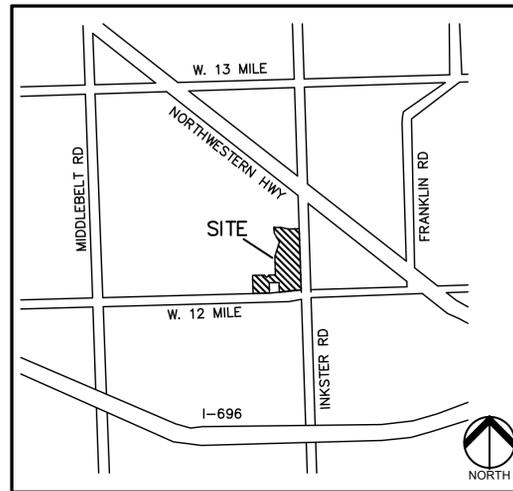
- Revised overall Site Plan sheet C 3.0, dated February 20, 2025
- Amend PUD Plan 2, 2021, including Revised Site Plan 59-5-2022, revised application materials dated October 17, 2024 and November 4, 2024
- Giffels Webster's review, dated November 13, 2024
- City Engineer's interoffice correspondence, dated February 26, 2025
- City Engineer's interoffice correspondence, dated November 12, 2024
- Fire Marshal's interoffice correspondence, dated February 26, 2025
- November 21, 2024, Planning Commission regular meeting minutes
- December 19, 2024, Planning Commission regular meeting minutes
- February 10, 2025, City Council regular meeting minutes

Prepared by: Erik Perdonik, AICP, City Planner
Reviewed by: Charmaine Kettler-Schmult, Director
Approved by: Gary Mekjian, P.E., City Manager

MAJOR AMENDMENT TO PUD

THE VILLAS AT
Pebble Creek

PART OF THE SE 1/4 OF SECTION 12, T.01N., R.08E.
FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN



LOCATION MAP
NO SCALE

INDEX OF DRAWINGS	
NUMBER	TITLE
	COVER SHEET
C-1.0	BOUNDARY SURVEY
C-2.0	TOPOGRAPHIC SURVEY
C-3.0	PROPOSED LAND USE PLAN
C-4.1	GRADING PLAN - NORTH
C-4.2	GRADING PLAN - SOUTH
C-5.1	UTILITY PLAN - NORTH
C-5.2	UTILITY PLAN - SOUTH
C-5.3	UTILITY PLAN - WEST
C-6.0	PRELIMINARY DRAINAGE PLAN
C-7.0	FIRE TRUCK TURNING PLAN
C-8.1	EASEMENT PLAN - NORTH
C-8.2	EASEMENT PLAN - SOUTH
L-1.1	LANDSCAPE PLAN
L-1.2	LANDSCAPE PLAN
L-2.0	LANDSCAPE DETAILS
T-1.0	PROPOSED TREE PRESERVATION PLAN
T-1.1	PROPOSED TREE PRESERVATION PLAN
T-1.2	PROPOSED TREE PRESERVATION PLAN
T-1.3	PROPOSED TREE PRESERVATION PLAN
T-1.4	SUPERIMPOSED TREE PRESERVATION PLAN
T-1.5	SUPERIMPOSED TREE PRESERVATION PLAN
T-1.6	SUPERIMPOSED TREE PRESERVATION PLAN
24-35018	EXTERIOR PHOTOMETRIC PLAN
24-35018	EXTERIOR PHOTOMETRIC PLAN
24-35018	EXTERIOR PHOTOMETRIC PLAN
24-35018	EXTERIOR PHOTOMETRIC PLAN
	ARCHITECTURAL PLANS
A-3	RALEIGH - EMERSON ELEVATION
A-4	RALEIGH - EMERSON ELEVATION
A-3	RALEIGH - BARRINGTON ELEVATION
A-4	RALEIGH - BARRINGTON ELEVATION
A-3	RALEIGH - ALBANY ELEVATION
A-4	RALEIGH - ALBANY ELEVATION
FB-1	RALEIGH - BASEMENT PLAN
A-2	RALEIGH - FLOOR PLAN
A-3	WILMINGTON - ELEVATION A
A-4	WILMINGTON - ELEVATION A
A-3	WILMINGTON - ELEVATION B
A-4	WILMINGTON - ELEVATION B
A-3	WILMINGTON - ELEVATION E
A-4	WILMINGTON - ELEVATION E
A-2	WILMINGTON - FLOOR PLAN

DESIGN TEAM

OWNER / DEVELOPER / APPLICANT
ROBERTSON BROTHERS HOMES
6905 TELEGRAPH RD, STE 200
BLOOMFIELD HILLS, MI 48301
CONTACT: TIM LOUGHRIN
PHONE: 248.282.1428
EMAIL: TLOUGHRIN@ROBERTSONHOMES.COM

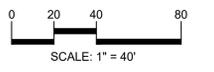
CIVIL ENGINEER
PEA GROUP
2430 ROCHESTER COURT, STE. 100
TROY, MI 48063-1872
CONTACT: JOHN B. THOMPSON, PE
PHONE: 844.813.2949
EMAIL: JTHOMPSON@PEAGROUP.COM

LANDSCAPE ARCHITECT
PEA GROUP
45 W. GRAND RIVER AVE., STE. 501
DETROIT, MI 48226
CONTACT: NOAH BIRMEIN, PLA, ASLA
PHONE: 844.813.2949
EMAIL: NBIRMEIN@PEAGROUP.COM



REVISIONS	
DESCRIPTION	DATE
ORIGINAL ISSUE DATE	10/15/2024





CAUTION!!
THE LOCATIONS AND ELEVATIONS OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS DRAWING ARE ONLY APPROXIMATE. NO GUARANTEE OR OTHER REPRESENTATION OR WARRANTY AS TO THE COMPLETENESS OR ACCURACY THEREOF. THE CONTRACTOR SHALL BE EXCLUSIVELY RESPONSIBLE FOR DETERMINING THE EXACT UTILITY LOCATIONS AND ELEVATIONS PRIOR TO THE START OF CONSTRUCTION.

LANDSCAPE CALCULATIONS:
PER THE CITY OF FARMINGTON HILLS ZONING ORDINANCE

PAVED SURFACE
REQUIRED:
1 TREE PER 2,800 SF OF PAVED SURFACE
159,943 SF PAVED SURFACE / 2,800 SF = 57.12 = 57 TREES
PROVIDED: 57 TREES

LANDSCAPE BUFFER YARD
REQUIRED:
2 LARGE DECIDUOUS TREES, 4 SMALL DECIDUOUS TREES, 6 LARGE SHRUBS, AND 2 EVERGREEN TREES PER 100 LF
800 LF OF PROPERTY LINE = 16 LARGE DECIDUOUS TREES, 32 SMALL DECIDUOUS TREES, 48 LARGE SHRUBS, AND 16 EVERGREENS
PROVIDED: NONE - REQUESTING WAIVER DUE TO EXISTING VEGETATION ALONG PROPERTY LINE.

REPLACEMENT TREES
REQUIRED:
WOODLAND TREES: REPLACE REMOVED TREES AT 1:1 = 85 TREES REMOVED, 80 TREES REQUIRED FOR REPLACEMENT.
LANDMARK TREES (24" CAL. OR GREATER): 60 TREES REMOVED WITH A TOTAL OF 1872" CAL. AT 25% REPLACEMENT = 468" CAL. REQUIRED FOR REPLACEMENT / 3" CAL. TREES = 156 TREES REQUIRED FOR REPLACEMENT.
241 TOTAL REPLACEMENT TREES REQUIRED (SEE TREE PRESERVATION PLANS FOR DETAILS)
PROVIDED: 241 TREES

GENERAL SITE TREES: ADDITIONAL 56 TREES ABOVE ORDINANCE REQUIREMENTS PROVIDED FOR ADDITIONAL SCREENING ALONG INKSTER ROAD.

CITY OF FARMINGTON HILLS REQUIRED NOTES:

- A TREE PERMIT MUST BE OBTAINED FROM THE PLANNING OFFICE PRIOR TO ALL TREE REMOVAL ACTIVITY INVOLVING TREES SIX INCHES (6") OR MORE DBH IN ACCORDANCE WITH THE CITY OF FARMINGTON HILLS ZONING CHAPTER 34-5.18.
- TREES MUST BE PLANTED NO CLOSER THAN SIX FEET (6') TO PUBLIC UTILITIES.
- ALL REQUIRED LANDSCAPE MATERIAL INDICATED ON APPROVED PLANS WILL BE REQUIRED THROUGH THE LIFE OF THE PROJECT AND MUST BE REPLACED IF REMOVED OR DEAD.
- 4 FOOT (4) HIGH WOOD SNOW FENCING OR OTHER RIGID MATERIAL IS TO BE ERRECTED AROUND THE DRIP LINE OF ALL TREES TO BE SAVED IN ACCORDANCE WITH THE CITY OF FARMINGTON HILLS ZONING ORDINANCE CHAPTER 34-5.18.
- REQUIRED LANDSCAPE MATERIAL SHALL SATISFY AMERICAN ASSOCIATION OF NURSERYMAN STANDARDS AND BE:
 - NURSERY GROWN.
 - STATE DEPARTMENT OF AGRICULTURE INSPECTED.
 - NO. 1 GRADE WITH STRAIGHT UNSCARRIED TRUNK AND WELL DEVELOPED UNIFORM CROWN (PARK GRADE TREES WILL NOT BE ACCEPTED).

GENERAL PLANTING NOTES:

- LANDSCAPE CONTRACTOR SHALL VISIT SITE, INSPECT EXISTING SITE CONDITIONS AND REVIEW PROPOSED PLANTING AND RELATED WORK. IN CASE OF DISCREPANCY BETWEEN PLAN AND PLANT LIST, PLAN SHALL GOVERN QUANTITIES. CONTACT LANDSCAPE ARCHITECT WITH ANY CONCERNS.
- CONTRACTOR SHALL VERIFY LOCATIONS OF ALL ON SITE UTILITIES PRIOR TO BEGINNING CONSTRUCTION ON HIS/HER PHASE OF WORK. ELECTRIC, GAS, TELEPHONE, CABLE TELEVISION MAY BE LOCATED BY CALLING MISS DIAL 480-482-7171. ANY DAMAGE OR INTERRUPTION OF SERVICES SHALL BE THE RESPONSIBILITY OF CONTRACTOR. CONTRACTOR SHALL COORDINATE ALL RELATED ACTIVITIES WITH OTHER TRADES ON THE JOB AND SHALL REPORT ANY UNACCEPTABLE JOB CONDITIONS TO OWNER'S REPRESENTATIVE PRIOR TO COMMENCING.
- ALL PLANT MATERIAL TO BE PREMIUM GRADE NURSERY STOCK AND SHALL SATISFY AMERICAN ASSOCIATION OF NURSERYMEN STANDARD FOR NURSERY STOCK. ALL LANDSCAPE MATERIAL SHALL BE NORTHERN GROWN, NO. 1. GRADE.
- CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL QUANTITIES SHOWN ON LANDSCAPE PLAN PRIOR TO PRICING THE WORK.
- THE OWNER'S REPRESENTATIVE RESERVES THE RIGHT TO REJECT ANY PLANT MATERIAL NOT MEETING SPECIFICATIONS.
- ALL SINGLE STEM SHADE TREES TO HAVE STRAIGHT TRUNKS AND SYMMETRICAL CROWNS.
- ALL SINGLE TRUNK SHADE TREES TO HAVE A CENTRAL LEADER; TREES WITH FORKED OR IRREGULAR TRUNKS WILL NOT BE ACCEPTED.
- ALL MULTI STEM TREES SHALL BE HEAVILY BRANCHED AND HAVE SYMMETRICAL CROWNS. ONE SIDED TREES OR THOSE WITH THIN OR OPEN CROWNS SHALL NOT BE ACCEPTED.
- ALL EVERGREEN TREES SHALL BE HEAVILY BRANCHED AND FULL TO THE GROUND, SYMMETRICAL IN SHAPE AND NOT SHEARED FOR THE LAST FIVE GROWING SEASONS.
- ALL TREES TO HAVE CLAY OR CLAY LOAM BALLS, TREES WITH SAND BALLS WILL BE REJECTED.
- NO MACHINERY IS TO BE USED WITHIN THE DRIP LINE OF EXISTING TREES; HAND GRADE ALL LAWN AREAS WITHIN THE DRIP LINE OF EXISTING TREES.
- ALL TREE LOCATIONS SHALL BE STAKED BY LANDSCAPE CONTRACTOR AND ARE SUBJECT TO THE APPROVAL OF THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION OF THE PLANT MATERIAL.
- IT IS MANDATORY THAT POSITIVE DRAINAGE IS PROVIDED AWAY FROM ALL BUILDINGS.
- ALL PLANTING BEDS SHALL RECEIVE 3" SHREDDED HARDWOOD BARK MULCH WITH PRE EMERGENT. SEE SPECIFICATIONS. SHREDDED PALETTE AND DYED MULCH WILL NOT BE ACCEPTED.
- ALL LANDSCAPED AREAS SHALL RECEIVE 3" COMPACTED TPOIL.
- SEE SPECIFICATIONS FOR ADDITIONAL COMMENTS, REQUIREMENTS, PLANTING PROCEDURES AND WARRANTY STANDARDS.
- FOR NON-LAWN SEED MIX AREAS, AS NOTED ON PLAN, BRUSH MOW ONCE SEASONALLY FOR INVASIVE SPECIES CONTROL.
- CONTRACTOR SHALL NOT INSTALL PLANTS UNDER BUILDING OVERHANG AND SHALL NOTIFY LANDSCAPE ARCHITECT IF DRAWINGS CONFLICT WITH BUILDING OVERHANGS.
- TREES SHALL NOT CONFLICT/BLOCK PROPOSED REGULATORY/ DIRECTION SIGNAGE, MONUMENT SIGNS, ADDRESS OR LIGHT POLES. SHIFT TREES AS NECESSARY TYP.

CLIENT
ROBERTSON BROTHERS HOMES
6905 TELEGRAPH RD, STE 200
BLOOMFIELD HILLS, MI 48301

PROJECT TITLE
THE VILLAS AT
Bubble Creek
PART OF THE SE 1/4 OF SECTION 12, T10N, R10E,
CITY OF FARMINGTON HILLS
OAKLAND COUNTY, MICHIGAN

REVISIONS

NO.	DATE	DESCRIPTION

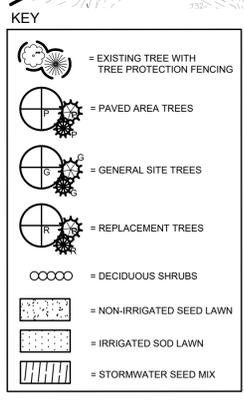
ORIGINAL ISSUE DATE:
OCTOBER 15, 2024
DRAWING TITLE
LANDSCAPE PLAN

PEA JOB NO. 2015-204
P.M. JBT
D.N. SS
DES. NB
DRAWING NUMBER:



PLANT SCHEDULE AREA 1

CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER	SPACING	DESIGNATION	REMARKS	
DECIDUOUS TREES									
AR3	22	ACER RUBRUM 'RED SUNSET'	RED SUNSET MAPLE	3" CAL.	B&B	PER PLAN	NATIVE		
AL3	2	AMELANCHIER LAEVIS	SERVICEBERRY	3" CAL.	B&B	PER PLAN	NATIVE		
FG3	7	FAGUS GRANDIFOLIA	AMERICAN BEECH	3" CAL.	B&B	PER PLAN	NATIVE		
GT3	12	GLEDITSIA TRIACANTHOS 'INERMIS' 'SKYCOLE'	SKYLINE® HONEY LOCUST	3" CAL.	B&B	PER PLAN	NATIVE		
LS3	4	LIQUIDAMBAR STYRACIFLUA	SWEET GUM	3" CAL.	B&B	PER PLAN	NON-NATIVE		
NS3	11	NYSSA SYLVATICA	TUPELO	3" CAL.	B&B	PER PLAN	NATIVE		
PA3	9	PLATANUS X ACERIFOLIA	LONDON PLANE TREE	3" CAL.	B&B	PER PLAN	NON-NATIVE		
QR3	5	QUERCUS RUBRA	RED OAK	3" CAL.	B&B	PER PLAN	NATIVE		
UF3	16	ULMUS X 'FRONTIER'	FRONTIER ELM	3" CAL.	B&B	PER PLAN	NON-NATIVE		
ZS3	8	ZELKOVA SERRATA 'GREEN VASE'	GREEN VASE JAPANESE ZELKOVA	3" CAL.	B&B	PER PLAN	NON-NATIVE		
	96	SUBTOTAL:							
EVERGREEN TREES									
AC3	9	ABIES CONCOLOR	WHITE FIR	8" HT.	B&B	PER PLAN	NON-NATIVE		
PA8	10	PICEA ABIES	NORWAY SPRUCE	8" HT.	B&B	PER PLAN	NATIVE		
PG8	16	PICEA GLAUCA	WHITE SPRUCE	8" HT.	B&B	PER PLAN	NATIVE		
PB8	5	PINUS BUNGEANA	LACEBARK PINE	8" HT.	B&B	PER PLAN	NON-NATIVE		
PN8	30	PINUS NIGRA	AUSTRIAN PINE	8" HT.	B&B	PER PLAN	NON-NATIVE		
TG8	6	THUJA STANDISHII X PLICATA 'GREEN GIANT'	GREEN GIANT ARBORVITAE	8" HT.	B&B	PER PLAN	NON-NATIVE		
	76	SUBTOTAL:							
SOD/SEED									
TS	30,275 SF	TURF SEED				SEED			
	30,275 SF	SUBTOTAL:							



LEGEND

	EXISTING TREES
	EXISTING TREES TO BE REMOVED
	TREES TO BE SAVED WITH TREE PROTECTION FENCE

STANDARD TREES	
STANDARD TREES REMOVED:	85 (1:1 REPLACEMENT)

LANDMARK TREES	
LANDMARK TREES REMOVED:	60
LANDMARK TREE DBH REMOVED:	1872 (25% DBH REPLACEMENT)
REPLACEMENT DBH REQUIRED:	468 INCHES

TREE REPLACEMENT REQUIREMENTS:

WOODLAND TREES: REPLACE REMOVED TREES AT 1:1 = 85 TREES REMOVED, 85 TREES REQUIRED FOR REPLACEMENT.

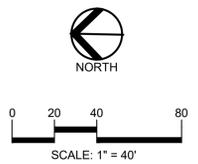
LANDMARK TREES (24" CAL. OR GREATER): 60 TREES REMOVED WITH A TOTAL OF 1872" CAL.

AT 25% REPLACEMENT = 468" CAL. REQUIRED FOR REPLACEMENT / 3" CAL. TREES = 156 TREES REQUIRED FOR REPLACEMENT.

241 TOTAL REPLACEMENT TREES REQUIRED
(SEE T-1.2 FOR TREE PRESERVATION LIST)

NOTE:

- TREES TO BE REMOVED MUST BE MARKED IN THE FIELD WITH RED PAINT OR FLAGS AND INSPECTED BY THE PLANNING OFFICE PRIOR TO ANY TREES BEING REMOVED.
- A TREE PERMIT MUST BE OBTAINED FROM THE PLANNING OFFICE PRIOR TO ANY TREES BEING REMOVED.



CAUTION!!
THE LOCATION AND ELEVATIONS OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THIS DRAWING ARE ONLY APPROXIMATE. NO GUARANTEE AS TO ACCURACY THEREOF. THE CONTRACTOR SHALL BE EXCLUSIVELY RESPONSIBLE FOR DETERMINING THE EXACT UTILITY LOCATIONS AND ELEVATIONS PRIOR TO THE START OF CONSTRUCTION.

CLIENT
ROBERTSON BROTHERS HOMES
6905 TELEGRAPH RD, STE 200
BLOOMFIELD HILLS, MI 48301

PROJECT TITLE
Double Creek
PART OF THE SE 1/4 OF SECTION 12, T.01N, R.06E, CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN

REVISIONS	

ORIGINAL ISSUE DATE:
OCTOBER 15, 2024

DRAWING TITLE
PROPOSED TREE PRESERVATION PLAN

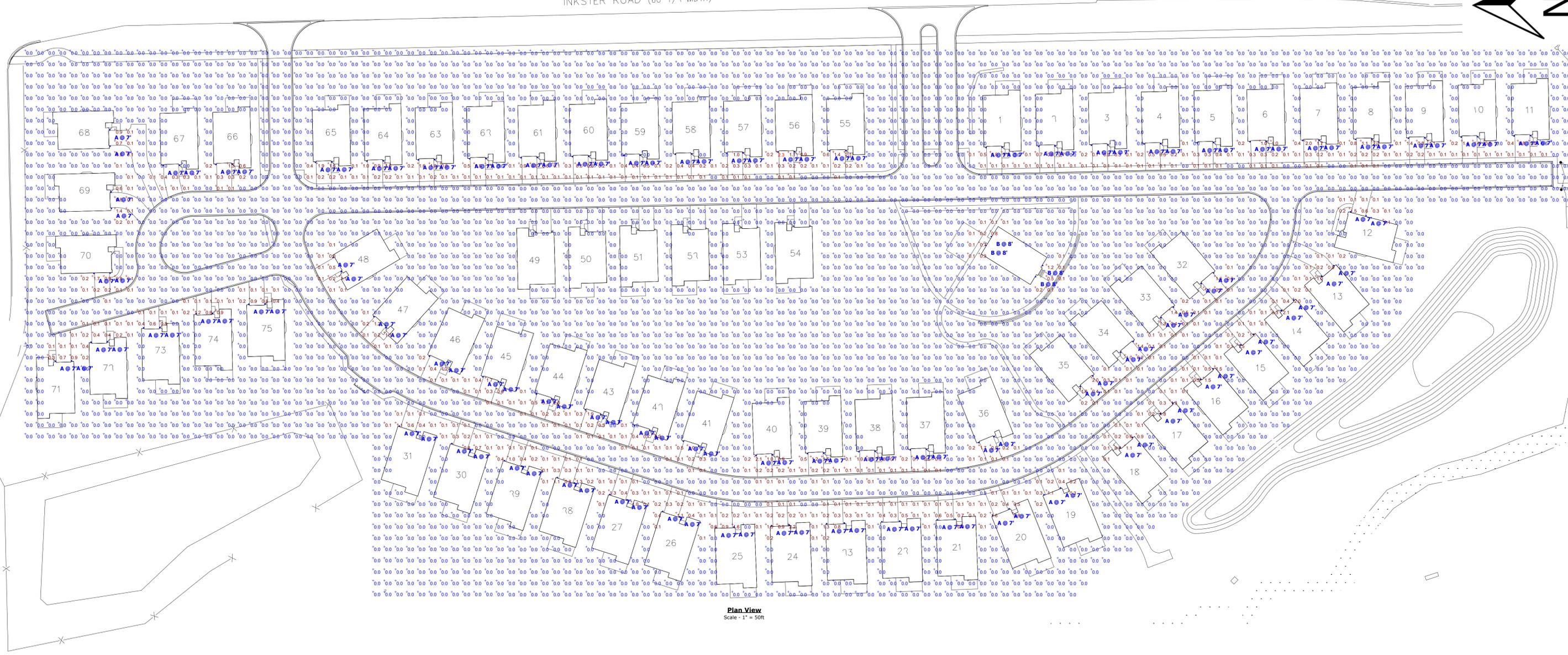
PEA JOB NO.	2015-204
P.M.	JBT
DN.	SS
DES.	NB
DRAWING NUMBER:	



S:\PROJECTS\2024\03\20240304_SAWH_FISHER_PLD - PAVING\SITE PLANS\T-1.0\TREE PRES-10204.dwg

TAG NO.	CODE	DBH	COMMON NAME	LATIN NAME	EXTRA TRUNKS	CLASS	CONDITION/ FACTOR					OVERALL RANK	SAVE / REMOVE	REPLACE	
							trunk	growth rate	structure	insects/diseases	crowd dev				life exp.
1	NM	13	Norway Spruce	Acer platanoides		WOODLAND	4	3	2	5	1	2	17	S	-
2	CA	8	Crab Apple	Malus coronaria		WOODLAND	5	3	3	5	3	3	22	S	-
3	NM	14	Norway Spruce	Acer platanoides		WOODLAND	4	4	3	5	1	2	19	R	REPLACE
4	CA	6	Crab Apple	Malus coronaria		WOODLAND	2	4	2	5	1	2	16	S	-
5	NS	33	Norway Spruce	Picea abies		LANDMARK	5	4	5	4	5	4	27	S	-
6	NS	20	Norway Spruce	Picea abies		LANDMARK	5	4	4	5	4	3	25	S	-
7	VW	37	Weeping Willow	Salix babylonica		LANDMARK	3	3	1	1	2	2	11	R	-
8	EE	44	Siberian Elm	Ulmus pumila		LANDMARK	1	3	1	1	3	2	10	R	-
9	BS	16	Blue Spruce	Picea pungens		WOODLAND	4	1	2	3	1	1	13	R	-
10	BS	18	Blue Spruce	Picea pungens		WOODLAND	4	2	2	3	1	1	13	R	-
11	RP	24	Red Pine	Pinus resinosa		LANDMARK	3	3	4	1	4	2	17	R	REPLACE
12	BS	16	Blue Spruce	Picea pungens		WOODLAND	3	1	2	1	3	1	11	R	-
13	BS	21	Blue Spruce	Picea pungens		LANDMARK	3	2	2	3	3	1	14	R	-
14	BS	22	Blue Spruce	Picea pungens		LANDMARK	3	3	3	3	4	2	18	R	REPLACE
15	BS	25	Blue Spruce	Picea pungens		LANDMARK	5	4	4	3	4	3	23	R	REPLACE
16	BS	14	Blue Spruce	Picea pungens		WOODLAND	3	3	4	3	4	2	19	R	REPLACE
17	NS	15	Norway Spruce	Picea abies		WOODLAND	3	3	3	3	4	2	17	R	REPLACE
18	NS	13	Norway Spruce	Picea abies		WOODLAND	4	2	2	2	3	1	14	R	-
19	BS	12	Blue Spruce	Picea pungens		WOODLAND	3	3	3	3	1	1	14	R	-
20	NS	26	Norway Spruce	Picea abies		LANDMARK	3	2	3	3	3	2	16	R	REPLACE
21	BS	17	Blue Spruce	Picea pungens		WOODLAND	4	2	3	3	4	2	18	R	REPLACE
22	BW	26	Black Walnut	Juglans nigra		LANDMARK	3	3	2	1	4	2	14	R	-
24	PE	16	Peach	Prunus persica		WOODLAND	3	3	4	4	5	3	21	R	REPLACE
23	PE	16	Peach	Prunus persica		WOODLAND	3	3	4	4	4	3	21	R	REPLACE
25	BX	33	Box elder	Acer negundo		LANDMARK	1	1	3	1	2	1	9	R	-
26	PE	16	Peach	Prunus persica		WOODLAND	2	2	3	2	4	3	16	R	REPLACE
27	PE	16	Peach	Prunus persica		WOODLAND	4	3	5	4	5	3	24	R	REPLACE
28	B	26	Basswood	Tilia americana		LANDMARK	3	3	3	4	3	3	19	R	REPLACE
29	NS	24	Norway Spruce	Picea abies		LANDMARK	4	1	4	5	4	4	25	R	REPLACE
30	NS	33	Norway Spruce	Picea abies		LANDMARK	4	1	5	5	5	4	27	R	REPLACE
31	NS	24	Norway Spruce	Picea abies		LANDMARK	5	4	4	3	4	2	22	R	REPLACE
32	NS	19	Norway Spruce	Picea abies		LANDMARK	4	4	4	3	4	2	21	R	REPLACE
33	NS	30	Norway Spruce	Picea abies		LANDMARK	3	5	5	3	5	3	24	R	REPLACE
34	BS	19	Blue Spruce	Picea pungens		LANDMARK	3	3	3	2	3	2	16	R	REPLACE
35	BS	16	Blue Spruce	Picea pungens		WOODLAND	2	2	3	2	2	1	12	R	-
36	BS	19	Blue Spruce	Picea pungens		LANDMARK	3	3	3	3	2	1	13	R	-
37	CA	16	Crab Apple	Malus coronaria		LANDMARK	4	3	3	1	4	3	21	R	REPLACE
38	VW	24	Weeping Willow	Salix babylonica		LANDMARK	3	1	3	3	2	2	16	R	REPLACE
39	VW	32	Weeping Willow	Salix babylonica		LANDMARK	1	3	1	4	1	2	12	R	-
40	CA	10	Crab Apple	Malus coronaria		WOODLAND	4	2	5	4	4	2	21	R	REPLACE
41	CT	36	Cottonwood	Populus deltoides		LANDMARK	3	4	3	4	4	3	21	R	REPLACE
42	CT	32	Cottonwood	Populus deltoides		LANDMARK	5	4	4	5	4	3	25	R	REPLACE
43	CT	29	Cottonwood	Populus deltoides		LANDMARK	3	3	3	4	3	2	18	R	REPLACE
44	CT	28	Cottonwood	Populus deltoides		LANDMARK	5	3	5	5	3	3	24	R	REPLACE
45	CT	28	Cottonwood	Populus deltoides		LANDMARK	5	3	5	5	4	3	25	R	REPLACE
46	VW	26	Weeping Willow	Salix babylonica		LANDMARK	1	3	1	2	1	1	9	R	-
47	VW	30	Weeping Willow	Salix babylonica		LANDMARK	2	2	2	2	2	2	12	R	-
48	VW	38	Weeping Willow	Salix babylonica		LANDMARK	2	4	2	1	0	1	10	R	-
49	CT	33	Cottonwood	Populus deltoides		LANDMARK	3	2	2	4	4	5	18	R	REPLACE
50	CT	36	Cottonwood	Populus deltoides		LANDMARK	3	4	3	4	5	3	23	R	REPLACE
51	CT	35	Cottonwood	Populus deltoides		LANDMARK	3	3	4	3	5	3	23	R	REPLACE
52	B	25	Basswood	Tilia americana		LANDMARK	3	3	4	4	4	3	21	R	REPLACE
53	WO	37	White Oak	Quercus alba		LANDMARK	3	3	4	4	5	3	21	R	REPLACE
54	RM	16	Red Maple	Acer rubrum		WOODLAND	2	3	2	3	4	2	16	R	REPLACE
55	EE	10	Siberian Elm	Ulmus pumila		WOODLAND	3	5	4	4	5	25	R	REPLACE	
56	BS	13	Blue Spruce	Picea pungens		WOODLAND	3	2	3	1	4	1	14	R	-
57	BS	20	Blue Spruce	Picea pungens		WOODLAND	3	1	4	3	3	2	16	R	REPLACE
58	WC	20	White Cedar	Thuja occidentalis		WOODLAND	5	3	4	4	5	3	23	R	REPLACE
59	WC	20	White Cedar	Thuja occidentalis		WOODLAND	2	3	4	3	4	2	18	R	REPLACE
60	NS	30	Norway Spruce	Picea abies		LANDMARK	5	3	3	3	5	2	21	R	REPLACE
61	NS	31	Norway Spruce	Picea abies		LANDMARK	4	4	4	4	5	3	24	R	REPLACE
62	NM	15	Norway Spruce	Acer platanoides		WOODLAND	5	4	5	5	5	3	27	S	-
63	NS	23	Norway Spruce	Picea abies		LANDMARK	4	5	5	3	5	4	26	R	REPLACE
64	NS	24	Norway Spruce	Picea abies		LANDMARK	3	2	3	3	5	4	18	R	REPLACE
65	NS	25	Norway Spruce	Picea abies		LANDMARK	4	1	1	1	5	3	7	R	REPLACE
66	NS	18	Norway Spruce	Picea abies		LANDMARK	3	3	5	3	5	2	21	R	REPLACE
67	SM	35	Silver Maple	Acer saccharinum		LANDMARK	4	3	3	4	5	3	21	R	REPLACE
68	SM	26	Silver Maple	Acer saccharinum		LANDMARK	5	4	4	4	5	3	25	R	REPLACE
69	SM	23	Silver Maple	Acer saccharinum		LANDMARK	3	3	4	2	5	2	19	R	REPLACE
70	SM	21	Silver Maple	Acer saccharinum		LANDMARK	3	3	2	3	2	1	14	R	-
71	SM	28	Silver Maple	Acer saccharinum		LANDMARK	5	4	3	3	3	2	21	R	REPLACE
72	EE	30	Siberian Elm	Ulmus pumila		LANDMARK	4	1	5	3	5	2	23	R	REPLACE
73	SM	25	Silver Maple	Acer saccharinum		LANDMARK	5	5	4	5	4	2	25	R	REPLACE
74	C	31	Catalpa	Catalpa speciosa		LANDMARK	3	2	5	4	5	2	21	R	REPLACE
75	SM	25	Silver Maple	Acer saccharinum		LANDMARK	3	3	5	4	5	2	22	R	REPLACE
76	NS	24	Norway Spruce	Picea abies		LANDMARK	4	4	5	4	5	3	25	R	REPLACE
77	BS	10	Blue Spruce	Picea pungens		WOODLAND	5	4	5	3	4	2	23	R	REPLACE

TAG NO.	CODE	DBH	COMMON NAME	LATIN NAME	EXTRA TRUNKS	CLASS	CONDITION/ FACTOR					OVERALL RANK	SAVE / REMOVE	REPLACE	
							trunk	growth rate	structure	insects/diseases	crowd dev				life exp.
78	C	37	Catalpa	Catalpa speciosa		LANDMARK	3	5	5	4	5	2	22	R	REPLACE
79	SM	17	Silver Maple	Acer saccharinum		WOODLAND	5	4	4	4	5	2	23	R	REPLACE
80	WS	13	White Spruce	Picea glauca		WOODLAND	4	5	5	4	5	4	27	R	REPLACE
81	SM	30	Silver Maple	Acer saccharinum		LANDMARK	3	3	4	3	4	2	19	R	REPLACE
82	SM	37	Silver Maple	Acer saccharinum		LANDMARK	5	2	4	4	4	2	21	R	REPLACE
83	SM	58	Silver Maple	Acer saccharinum		LANDMARK	3	5	5	3	5	2	22	R	REPLACE
84	SM	22	Silver Maple	Acer saccharinum		LANDMARK	1	3	1	4	1	2	12	R	REPLACE
85	E	32	American Elm	Ulmus americana		LANDMARK	2	3	1	3	5	2	19	R	REPLACE
86	SM	32	Silver Maple	Acer saccharinum		LANDMARK	3	3	5	4	4	2	21	R	REPLACE
87	NS	21	Norway Spruce	Picea abies		LANDMARK	3	3	3	3	4	2	18	R	REPLACE
88	NS	22	Norway Spruce	Picea abies		LANDMARK	4	3	5	3	5	2	22	R	REPLACE
89	BS	22	Blue Spruce	Picea pungens		LANDMARK	5	3	3	3	4	2	20	R	REPLACE
90	BS	14	Blue Spruce	Picea pungens		WOODLAND	4	3	4	3	4	2	20	R	REPLACE
91	WC	15	White Cedar	Thuja occidentalis		WOODLAND	4	4	4	5	4	2	24	R	REPLACE
92	WC	10	White Cedar	Thuja occidentalis		WOODLAND	5	4	4	5	4	3	25	R	REPLACE
93	WC	11	White Cedar	Thuja occidentalis		WOODLAND	5	4	4	5	4	3	25	R	REPLACE
94	WC	8	White Cedar	Thuja occidentalis		WOODLAND	3	3	3	4	3	3	19	R	REPLACE
95	WC	9	White Cedar	Thuja occidentalis	x1 7"	WOODLAND	3	3	3	4	3	3	19	R	REPLACE
96	SM	17	Silver Maple	Acer saccharinum	x1 15"	WOODLAND	4	3	4	3	4	2	20	R	REPLACE
97	WS	15	White Spruce	Picea glauca		WOODLAND	4	4	5	4	5	4	21	R	REPLACE
98	NM	11	Norway Spruce	Acer platanoides		WOODLAND	4	4	4	5	4	4	25	R	REPLACE
99	SM	27	Silver Maple	Acer saccharinum		LANDMARK	4	4	3	5	4	2	22	R	REPLACE
100	CA	7	Crab Apple	Malus coronaria	x1 7"	WOODLAND	3	3	3	4	3	3	19	R	REPLACE
101	WC	9	White Cedar	Thuja occidentalis		WOODLAND	1	3	3	3	3	3	20	R	REPLACE
101A	WC	16	White Cedar	Thuja occidentalis		WOODLAND	1	4	3	3	3	3	20	R	REPLACE
101B	WC	7	White Cedar	Thuja occidentalis		WOODLAND	2	3	3	3	3	2	16	R	REPLACE
101C	WC	11	White Cedar	Thuja occidentalis		WOODLAND	4	4	3	4	3	3	21	R	REPLACE
101D	WC	14	White Cedar	Thuja occidentalis		WOODLAND	3	4	3	3	3	3	19	R	REPLACE
101E	WC	10	White Cedar	Thuja occidentalis		WOODLAND	4	3	4	3	3	3	20	R	REPLACE
101F	WC	7	White Cedar	Thuja occidentalis	x1 6"	WOODLAND	3	3	3	3	2	3	17	R	REPLACE
101G	WC	10	White Cedar	Thuja occidentalis		WOODLAND	3	4	3	3	3	3	19	R	REPLACE
101H	WC	10	White Cedar	Thuja occidentalis	x1 9"	WOODLAND	4	4	3	3	3	3	19	R	REPLACE
101I	WC	11	White Cedar	Thuja occidentalis		WOODLAND	4	4	5	4	3	3	21	R	REPLACE
101J	WC	7	White Cedar	Thuja occidentalis		WOODLAND	5	4	4						



VILLAS AT PEBBLE CREEK
EXTERIOR PHOTOMETRIC PLAN
GASSER BUSH ASSOCIATES
WWW.GASSERBUSH.COM

General Note
1. SEE SCHEDULE FOR LUMINAIRE MOUNTING HEIGHT.
2. SEE LUMINAIRE SCHEDULE FOR LIGHT LOSS FACTOR.
3. CALCULATIONS ARE SHOWN IN FOOTCANDLES AT: GRADE

THE ENGINEER AND/OR ARCHITECT MUST DETERMINE APPLICABILITY OF THE LAYOUT TO EXISTING / FUTURE FIELD CONDITIONS. THIS LIGHTING LAYOUT REPRESENTS ILLUMINATION LEVELS CALCULATED FROM LABORATORY DATA TAKEN UNDER CONTROLLED CONDITIONS IN ACCORDANCE WITH ILLUMINATING ENGINEERING SOCIETY APPROVED METHODS. ACTUAL PERFORMANCE OF ANY MANUFACTURER'S LUMINAIRE MAY VARY DUE TO VARIATION IN ELECTRICAL VOLTAGE, TOLERANCE IN LAMPS, AND OTHER VARIABLE FIELD CONDITIONS. MOUNTING HEIGHTS INDICATED ARE FROM GRADE AND/OR FLOOR UP.

THESE LIGHTING CALCULATIONS ARE NOT A SUBSTITUTE FOR INDEPENDENT ENGINEERING ANALYSIS OF LIGHTING SYSTEM SUITABILITY AND SAFETY. THE ENGINEER AND/OR ARCHITECT IS RESPONSIBLE TO REVIEW FOR MICHIGAN ENERGY CODE AND LIGHTING QUALITY COMPLIANCE.

UNLESS EXEMPT, PROJECT MUST COMPLY WITH LIGHTING CONTROLS REQUIREMENTS DEFINED IN ASHRAE 90.1 2013. FOR SPECIFIC INFORMATION CONTACT GBA CONTROLS GROUP AT CONTROLS@GASSERBUSH.COM OR 734-266-6705.

Alternates Note
THE USE OF FIXTURE ALTERNATES MUST BE RESUBMITTED TO THE CITY FOR APPROVAL.

Ordering Note
FOR INQUIRIES CONTACT GASSER BUSH AT QUOTES@GASSERBUSH.COM OR 734-266-6705.

Drawing Note
THIS DRAWING WAS GENERATED FROM AN ELECTRONIC IMAGE FOR ESTIMATION PURPOSE ONLY. LAYOUT TO BE VERIFIED IN FIELD BY OTHERS.

Mounting Height Note
MOUNTING HEIGHT IS MEASURED FROM GRADE TO FACE OF FIXTURE. POLE HEIGHT SHOULD BE CALCULATED AS THE MOUNTING HEIGHT LESS BASE HEIGHT.

Schedule

Symbol	Label	QTY	Manufacturer	Catalog	Description	LLF	Mounting Height
	A	138	VISUAL COMFORT	8590901-12	Small One Light Outdoor Wall Lantern	0.9	7'-0"
	B	4	VISUAL COMFORT	8720701EN3-12	Large One Light Outdoor Wall Lantern	0.9	8'-0"

Statistics

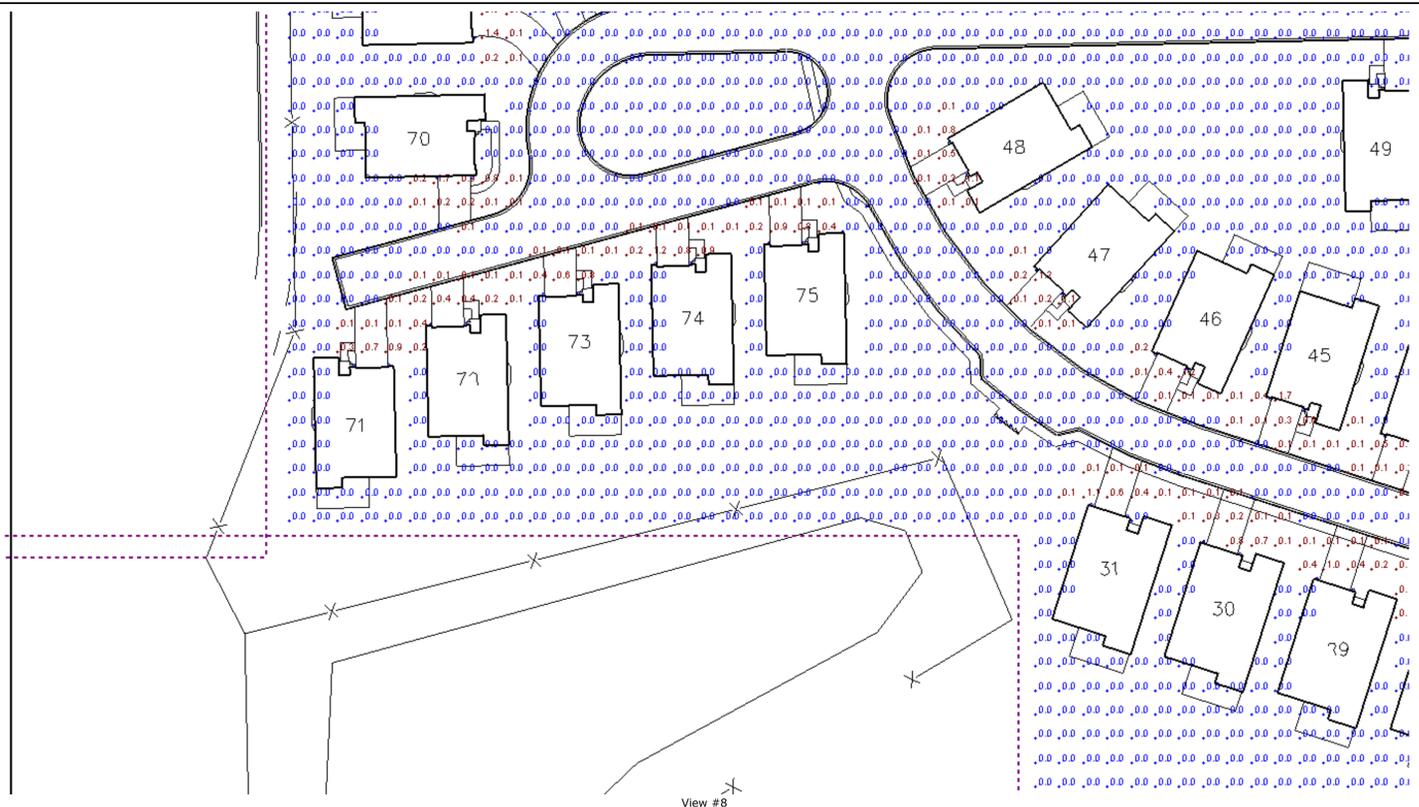
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Overall/Grade		0.1 fc	2.3 fc	0.0 fc	N/A	N/A

Designer BK
Date 10/16/2024
Scale Not to Scale
Drawing No. #24-35018

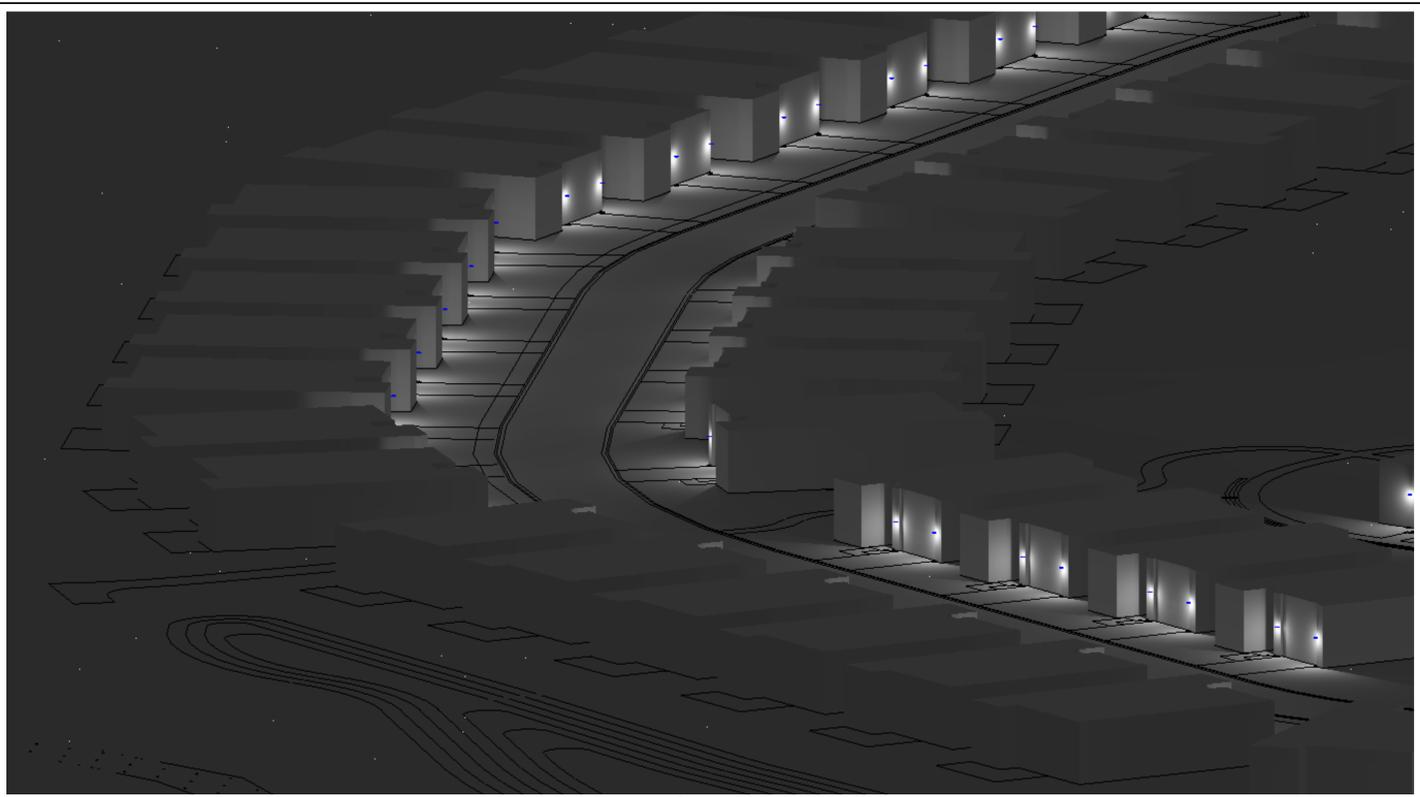


VILLAS AT PEBBLE CREEK
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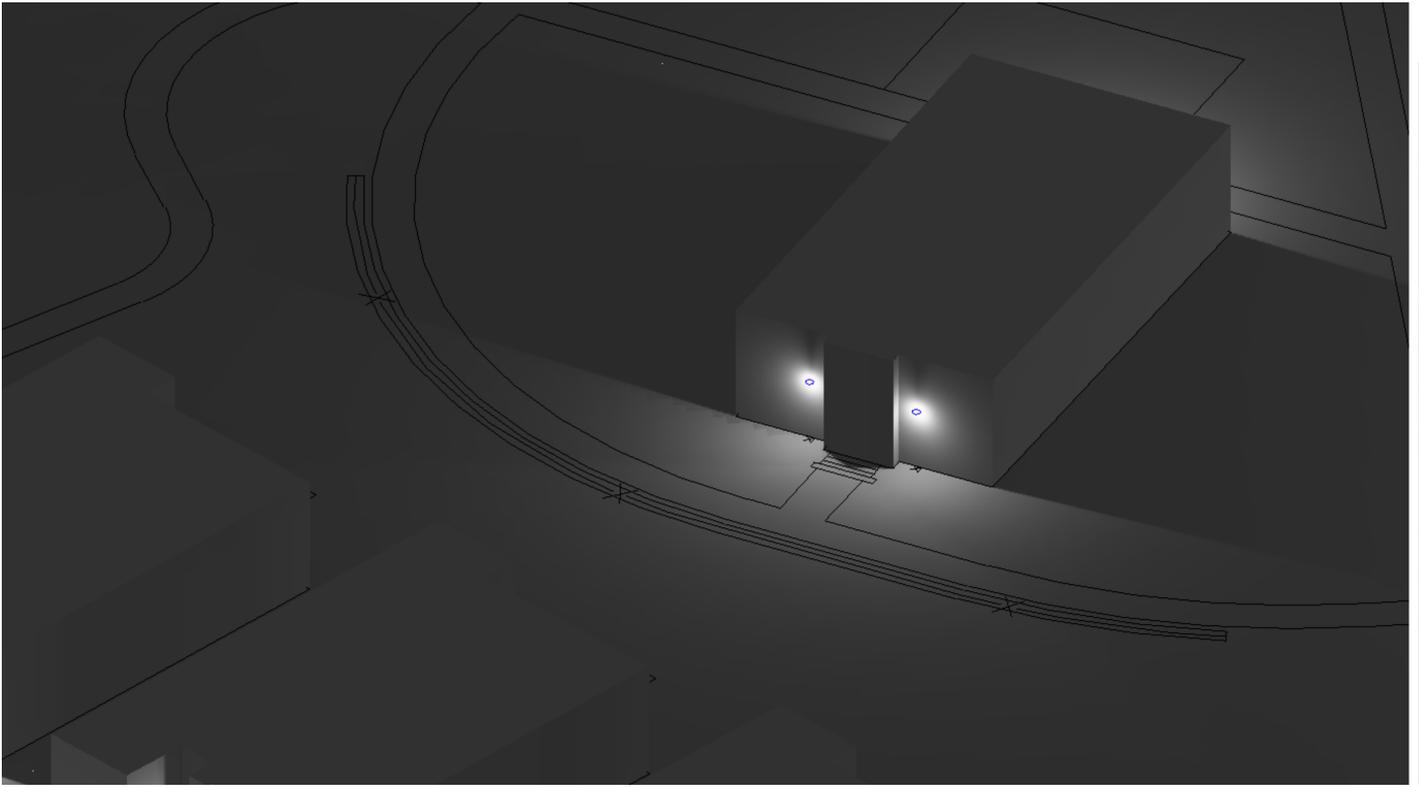




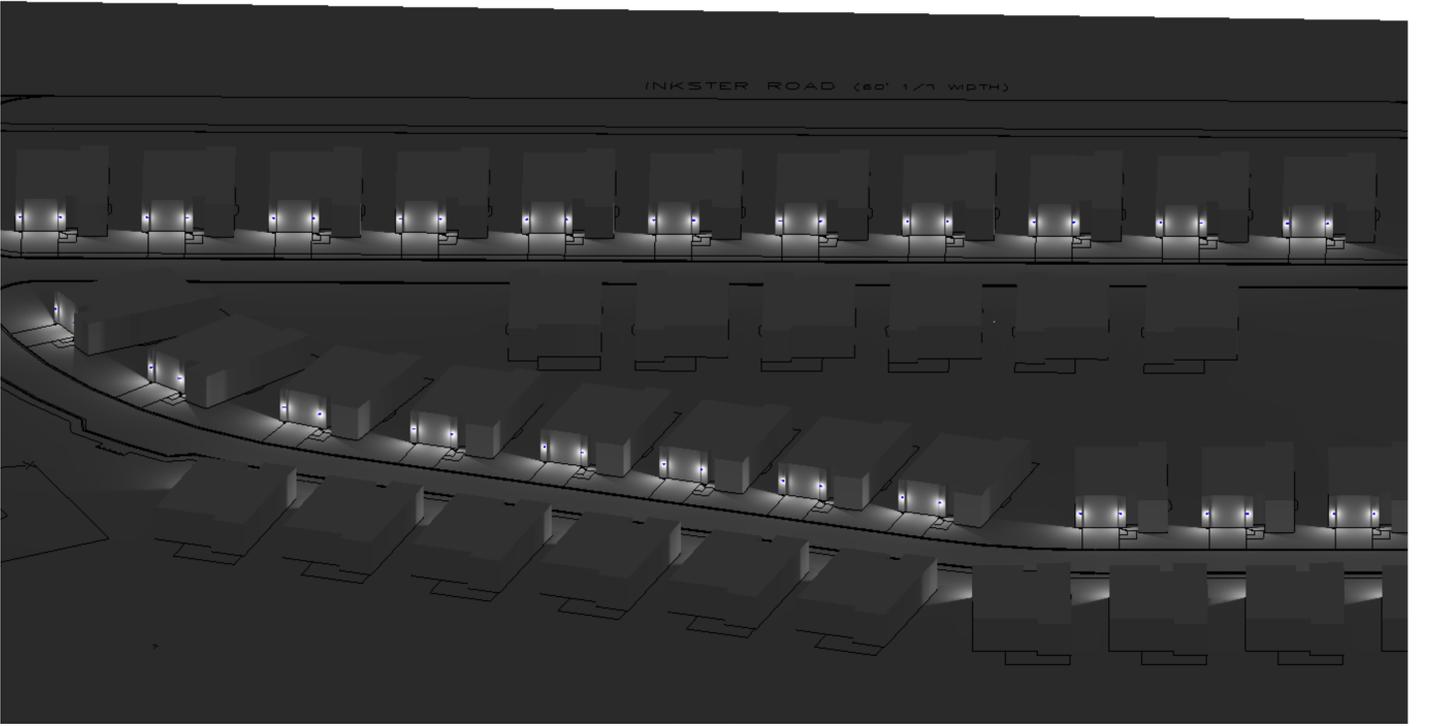
View #8



Rendered 1



Rendered 2



Rendered 3

8590901-12: Small One Light Outdoor Wall Lantern



Dimensions:

Width: 6.0"
Height: 10.25"
Weight: 2.51 lbs.
Extends: 7.375"
Wire: 6.5" (color:Black/White)
Mounting Proc.: Cap Nuts
Connection: Mounted To Box

Bulbs:

1 - Medium A19 60.0w Max. 120v Not included

Features:

- Easily converts to LED with optional replacement lamps
- Meets Title 24 energy efficiency standards
- Title 24 compliant if used with Joint Appendix (JA8) approved light bulbs listed in the California Energy Commission Appliance database.

Material List:

1 Body - Aluminum - Black

Safety Listing:

Safety Listed for Wet Locations

Instruction Sheets:

Trilingual (English, Spanish, and French) (990W8_90901-WL)

Collection:

The Wilburn outdoor fixtures are comprised of an oval form factor with grid overlay with an open bottom to cast an even glow.

A distinct industrial inspiration with an external cage detail finished in either Antique Bronze or Black finishes over Etched Seeded glass shades to complete the look.

Two finish options available: Antique Bronze and Black

Assortment includes: small, medium, large and extra large one-light lanterns; two-light flush mount; one-light post lantern and a one-light pendant

Wet Rated and Dark Sky Friendly

UPC #:785652076787

Finish: Black (12)

Shade / Glass / Diffuser Details:

Part	Material	Finish	Quantity	Item Number	Length	Width	Height	Diameter	Fitter Diameter	Shade Top Length	Shade Top Width	Shade Top Diameter
Shade	Glass	Satin Etched	1				7.5	4.75				

Backplate / Canopy Details:

Type	Height / Length	Width	Depth	Diameter	Outlet Box Up	Outlet Box Down
Back Plate	6.5	5.0	1.0		2.38	

Shipping Information:

Package Type	Product #	Quantity	UPC	Length	Width	Height	Cube	Weight	Fr. Class	UPS Ship
Individual	8590901-12	1	785652076787	17.5	10.25	10.25	1.06	4.1	0	Yes
Master Pack	8590901-12	0	10785652076784							No
NJ Pallet		50		48.0	40.0	77.0	85.56	205.0		No
NV Pallet		50		48.0	40.0	77.0	85.56	205.0		No

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8720701EN3-12: Large One Light Outdoor Wall Lantern



Dimensions:

Width: 8.0"
Height: 24.62"
Weight: 9.35 lbs.
Extends: 6.75"
Wire: 6.5" (color:Black/White)
Mounting Proc.: Screw(s)
Connection: Mounted To Box
Watts: 9
Lumens: 800

Bulbs:

1 - LED Medium A19 9.0w Max. 120v included

Features:

- ENERGY STAR® Qualified
- This fixture features mouth-blown glass and slight variations are an inherent part of the handcrafting process.
- LED Bulbs are an efficient, versatile and durable light source that deliver exceptional performance.
- Meets Title 24 energy efficiency standards
- Title 24 compliant when used with included Joint Appendix (JA8) approved lamp.

Material List:

1 Body - Aluminum - Black

Safety Listing:

Safety Listed for Wet Locations

Instruction Sheets:

English (8518301 8618301 8620701 8718301 8720701)
 Trilingual (English, Spanish, and French) (ALBAN-WALL)

Collection:

Featured in the decorative Alban collection

1 T10 Medium 60 watt light bulb and 1 A19 Medium 60 watt light bulb

Etched opal glass shade

Easily converts to LED with optional replacement lamps

Meets Title 24 energy efficiency standards

UPC #:785652097911

Finish: Black (12)

Shade / Glass / Diffuser Details:

Part	Material	Finish	Quantity	Item Number	Length	Width	Height	Diameter	Fitter Diameter	Shade Top Length	Shade Top Width	Shade Top Diameter
Shade	Glass	Etched Opal	1		5.0	5.0	21.12					

Backplate / Canopy Details:

Type	Height / Length	Width	Depth	Diameter	Outlet Box Up	Outlet Box Down
Back Plate	24.62	8.0	0.75		12.31	

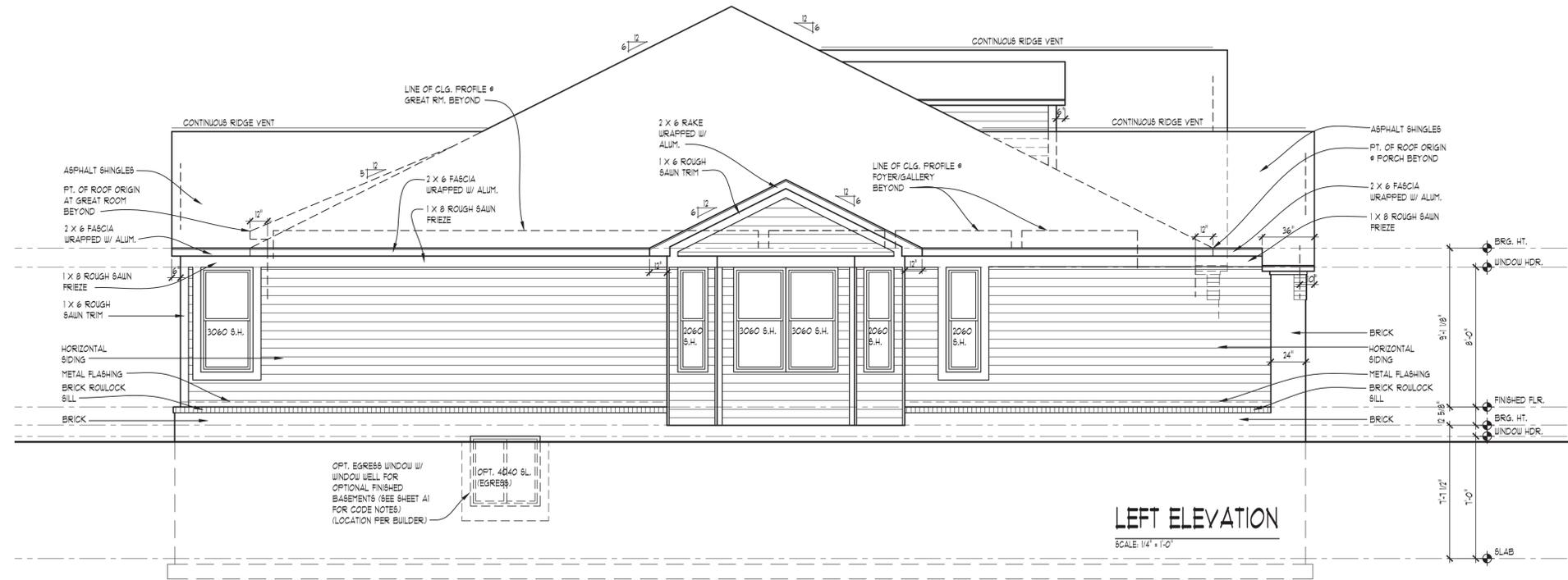
Replacement Bulb Data:

Product #	Type	Base	Watts	Watts Consumed	Volts	Hours	Lumens	Temp (°K)	CRI

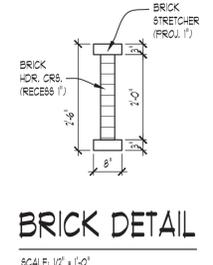
Shipping Information:

Package Type	Product #	Quantity	UPC	Length	Width	Height	Cube	Weight	Fr. Class	UPS Ship
Individual	8720701EN3-12	1	785652097911	29.3	10.9	10.0	1.85	11.45	0	Yes
Master Pack	8720701EN3-12	0	10785652097918							No
NJ Pallet		36		48.0	40.0	77.0	85.56	412.2		No
NV Pallet		36		48.0	40.0	77.0	85.56	412.2		No

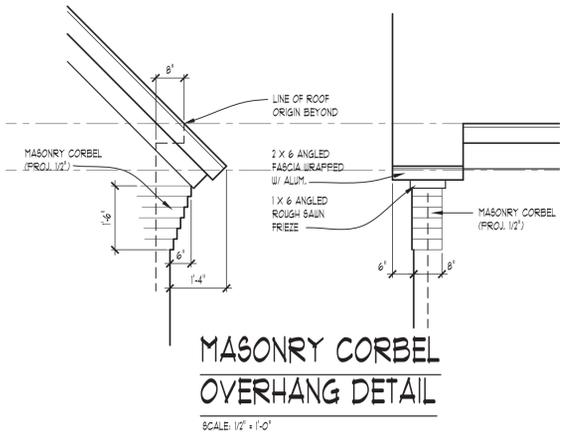
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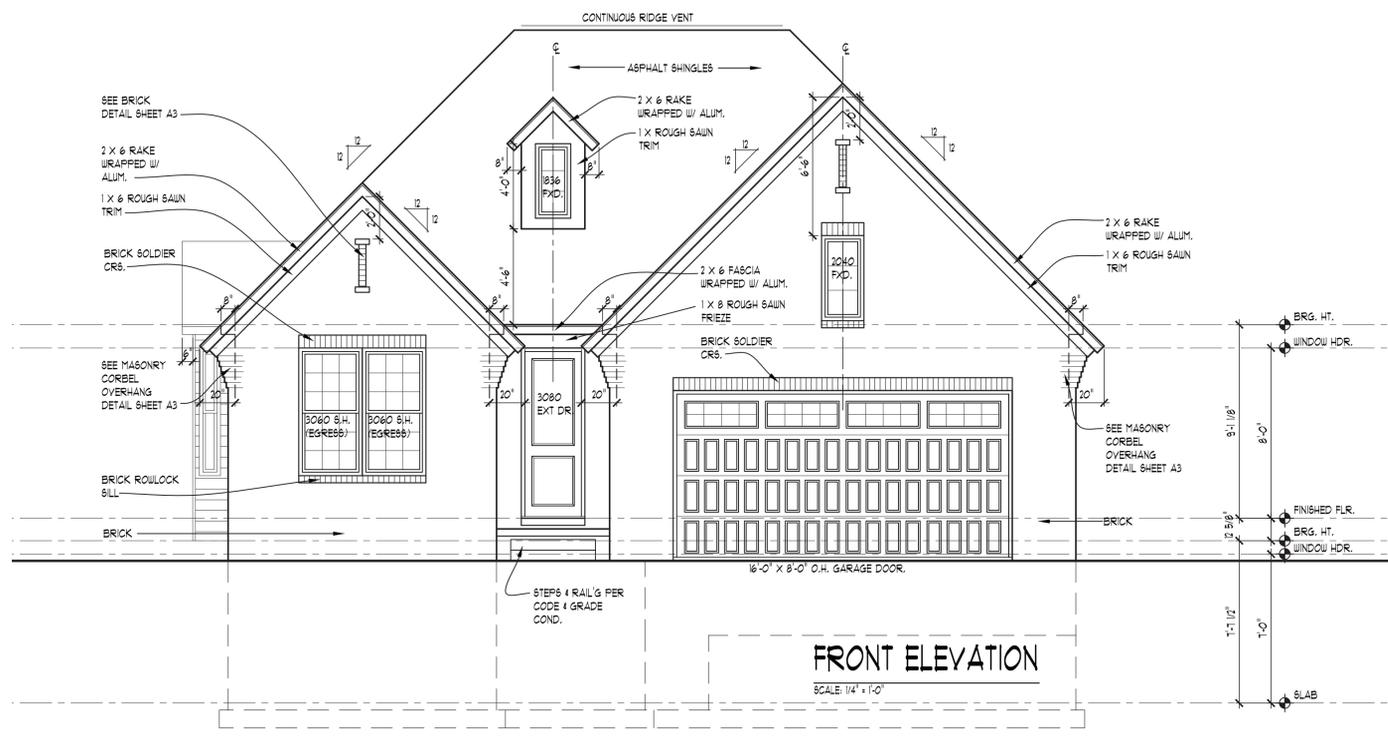
LEFT ELEVATION
SCALE: 1/4" = 1'-0"



BRICK DETAIL
SCALE: 1/2" = 1'-0"



MASONRY CORBEL OVERHANG DETAIL
SCALE: 1/2" = 1'-0"



FRONT ELEVATION
SCALE: 1/4" = 1'-0"

ELEVATION NOTES

- ALL ROOF SADDLES TO BE PLYWOOD SHEATHED WITH ICE & WATER SHIELD AND SHINGLES.
- PROVIDE ICE & WATER SHIELD MIN. 6'-0" COVERAGE AT ALL VALLEYS
- FIREPLACE FLUE TO BE DETERMINED PER MANUFACTURER'S SPECIFICATION
- METAL FLASHING AS REQUIRED BY CODE.
- ROOF & SOFFIT VENTS AS REQUIRED BY CODE.
- PROVIDE GUTTERS & DOWNSPOUTS FOR DRAINAGE OF ROOF WATER. DOWNSPOUTS ARE TO BE LOCATED SO THAT THE DISCHARGE WILL NOT SPILL ON OR FLOW ACROSS ANY PORCHES, WALKS OR DRIVES.
- CARPENTER TO VERIFY THICKNESS OF MASONRY PRIOR TO BUILDING BRICK RACK

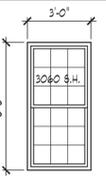
NOTE:
OVERHANG DIMENSIONS (O.H.) ARE FROM SHEATHING U.N.O.

TYPICAL WINDOW DESIGNATION

NOTE:
GENERAL REFERENCE FOR ROUGH OPENING SIZES ONLY. CONSULT WITH WINDOW MANUFACTURER FOR EXACT WINDOW SIZES & REQUIREMENTS.

NOTE:
ALL CASEMENT VENTING TO BE VERIFIED W/ BUILDER/ HOMEOWNER PRIOR TO ORDERING WINDOWS

NOTE:
WINDOW MANUFACTURER TO VERIFY ALL WINDOW GRID PATTERNS WITH HOME OWNER.



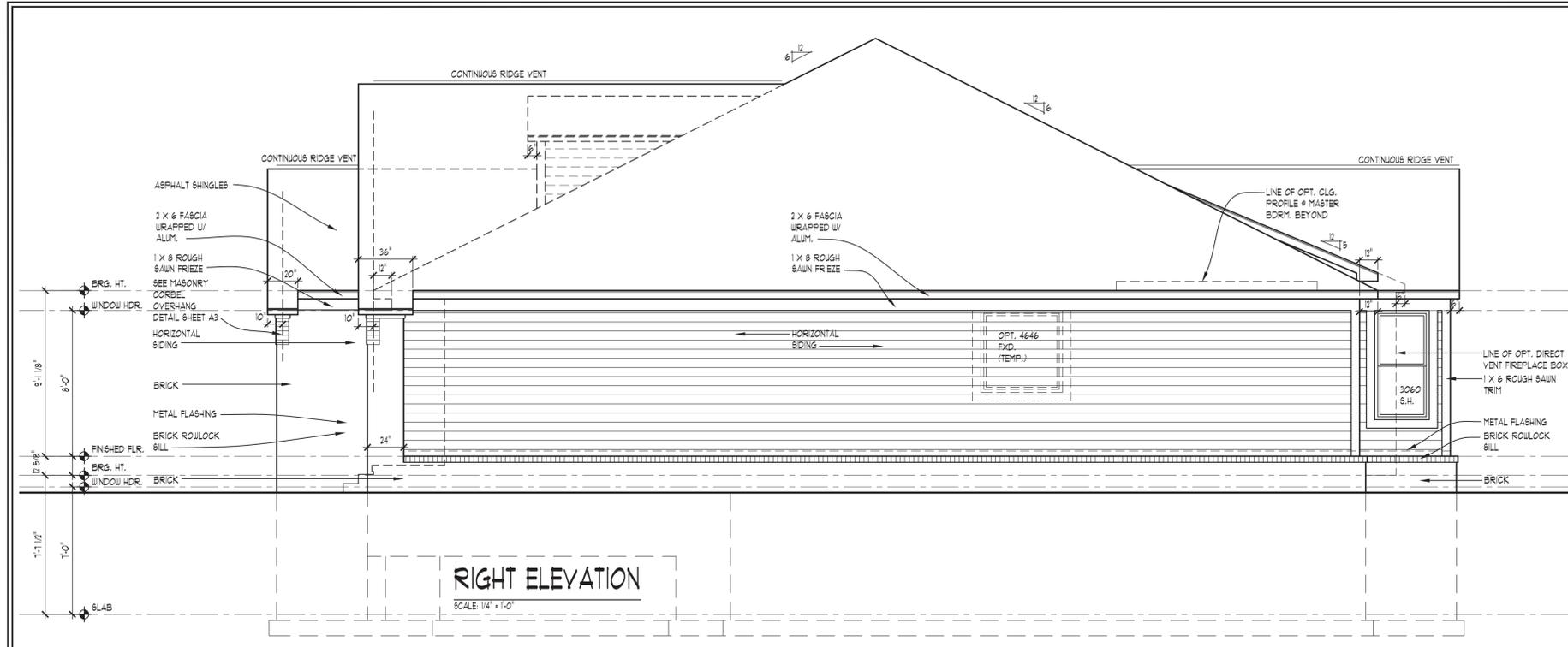
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SOUTH LYONS, MI 48178
PHONE: (248)-446-1960
FAX: (248)-446-1961

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CLIENT / PROJECT
ROBERTSON
BROTHERS
BREWSTER VILLAGE
RALEIGH PLAN
EMERSON
ELEVATION
GARAGE RIGHT

JOB No. 18-233
DRAWN: DM
CHECKED: DM
REVIEW 3-25-20
FINAL: 3-27-20
REVISION 8-25-20
REVISION 11-19-20
REVISION 2-4-21
REVISION 4-20-21
REVISION 5-11-21
REVISION 6-28-21

SCALE:
PER PLAN
SHEET #
A-3



RIGHT ELEVATION
SCALE: 1/4" = 1'-0"

ELEVATION NOTES

- ALL ROOF SADDLES TO BE PLYWOOD SHEATHED WITH ICE & WATER SHIELD AND SHINGLES.
- PROVIDE ICE & WATER SHIELD MIN. 6'-0" COVERAGE AT ALL VALLEYS
- FIREPLACE FLUE TO BE DETERMINED PER MANUFACTURER'S SPECIFICATION
- METAL FLASHING AS REQUIRED BY CODE.
- ROOF & SOFFIT VENTS AS REQUIRED BY CODE.
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TYPICAL WINDOW DESIGNATION

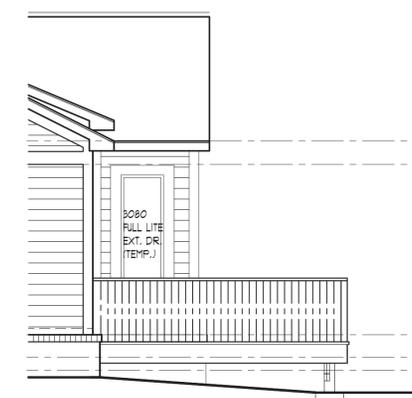
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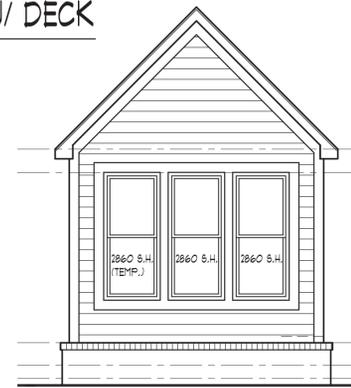
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NOTE:
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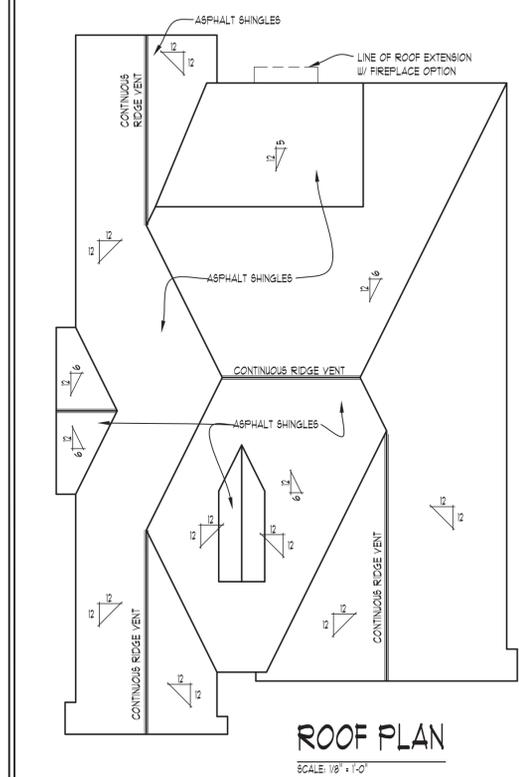
PARTIAL RIGHT ELEVATION W/ OPTIONAL DOOR W/ DECK
SCALE: 1/4" = 1'-0"



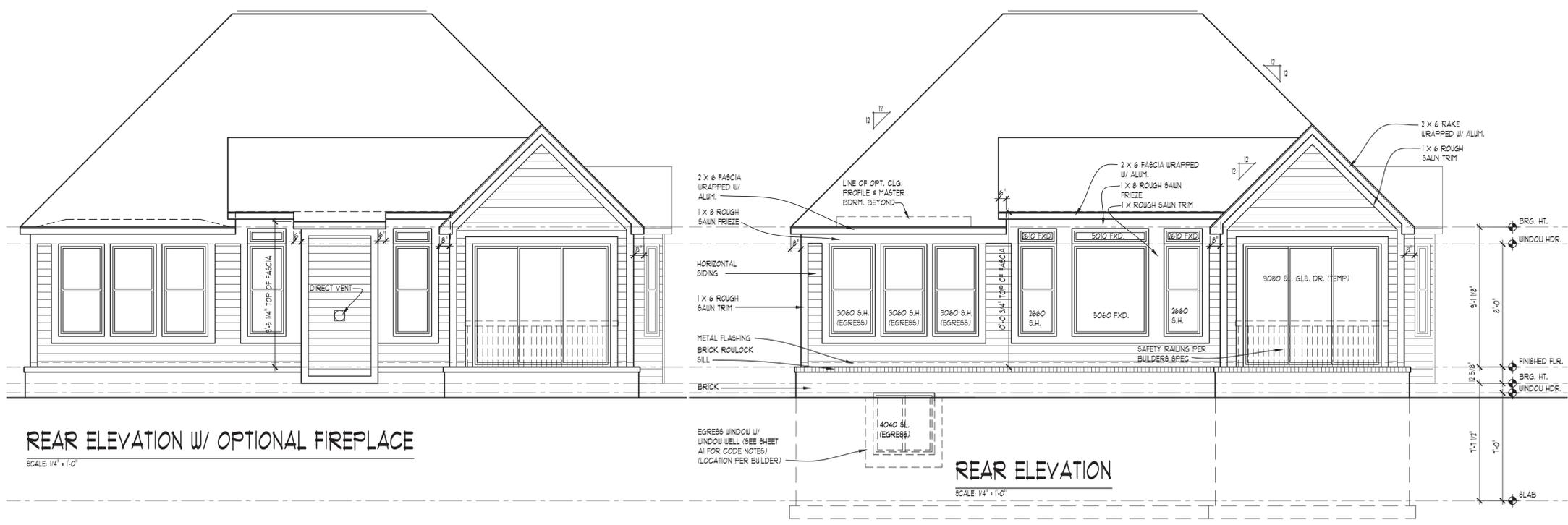
W/ OPT. WINDOWS
SCALE: 1/4" = 1'-0"

ATTIC VENTILATION CALCULATIONS:

AREA OF ATTIC OVER HEATED SPACE = 1834 SQ. FT.
1834/180 = 10.2 (SQ. FT. REQ'D)
122' X 144" = 1761' (SQ. INCH CONVERSION)
RIDGE VENTING:
1761' X 0.45 = 793' (SQ. INCHES REQ'D)
793' / 18" = 44' (LINEAR FT. OF RIDGE VENT REQ'D)
EAVE OR CORNICE VENTING:
1761' X 0.35 = 616' (SQ. INCHES REQ'D)



ROOF PLAN
SCALE: 1/8" = 1'-0"



REAR ELEVATION W/ OPTIONAL FIREPLACE
SCALE: 1/4" = 1'-0"

REAR ELEVATION
SCALE: 1/4" = 1'-0"



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CLIENT / PROJECT
ROBERTSON BROTHERS
BREWSTER VILLAGE
RALEIGH PLAN
EMERSON ELEVATION
GARAGE RIGHT

JOB No.	18-233
DRAWN:	DM
CHECKED:	DM
REVIEW	3-25-20
FINAL:	3-27-20
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REVISION	2-4-21
REVISION	4-20-21
REVISION	5-11-21
REVISION	5-28-21

SCALE:
PER PLAN
SHEET #
A-4

ELEVATION NOTES

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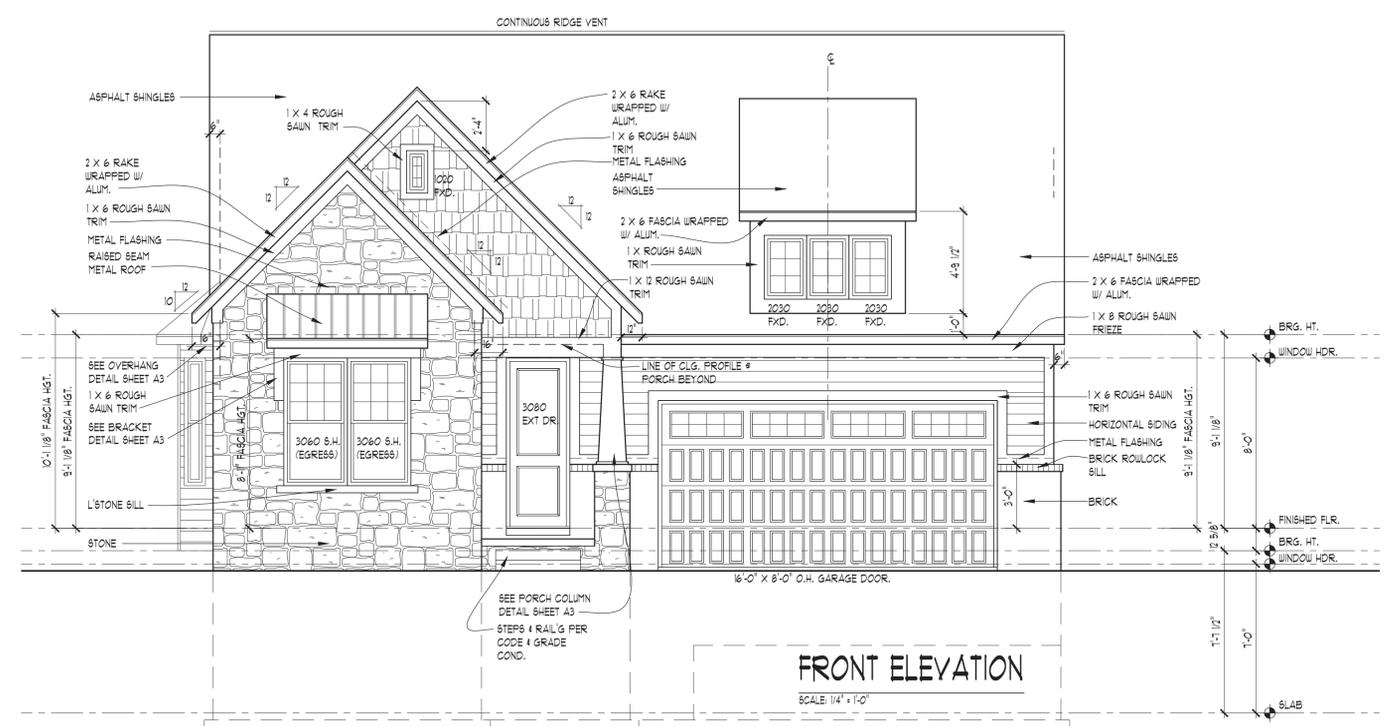
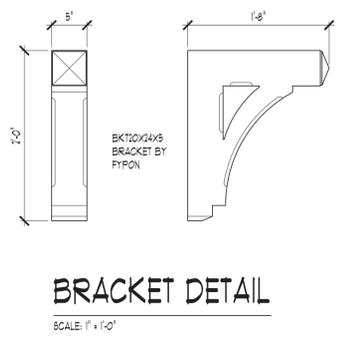
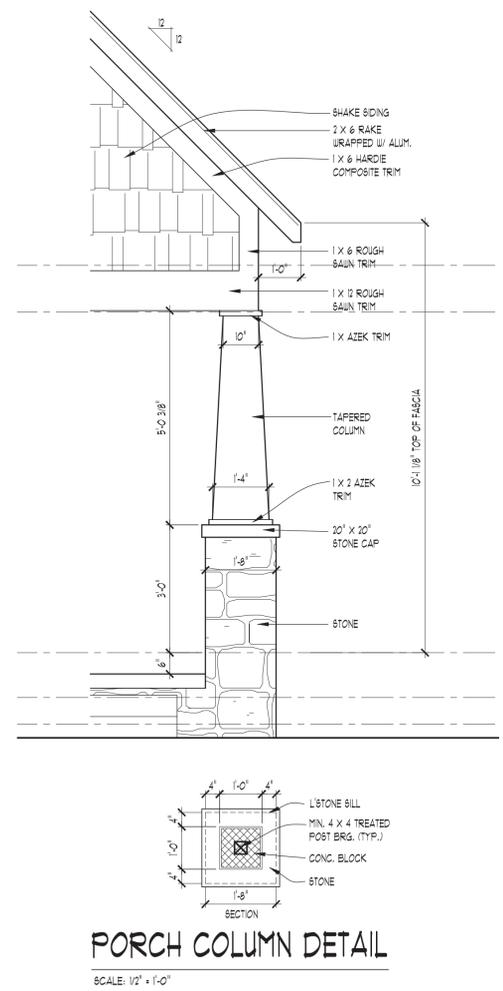
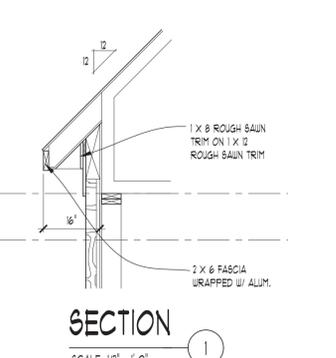
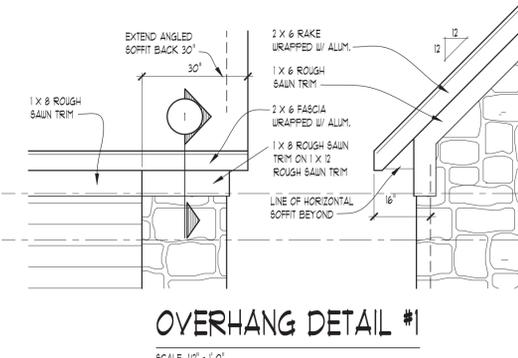
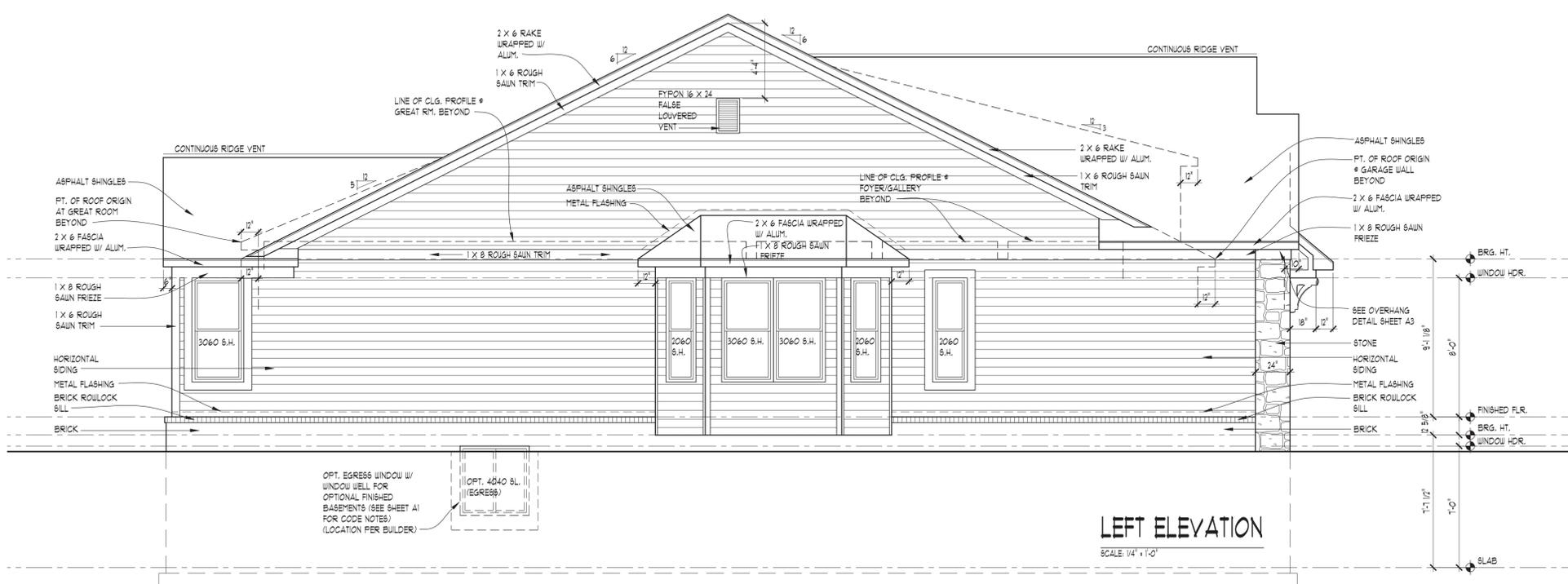
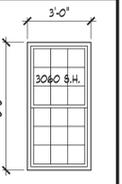
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TYPICAL WINDOW DESIGNATION

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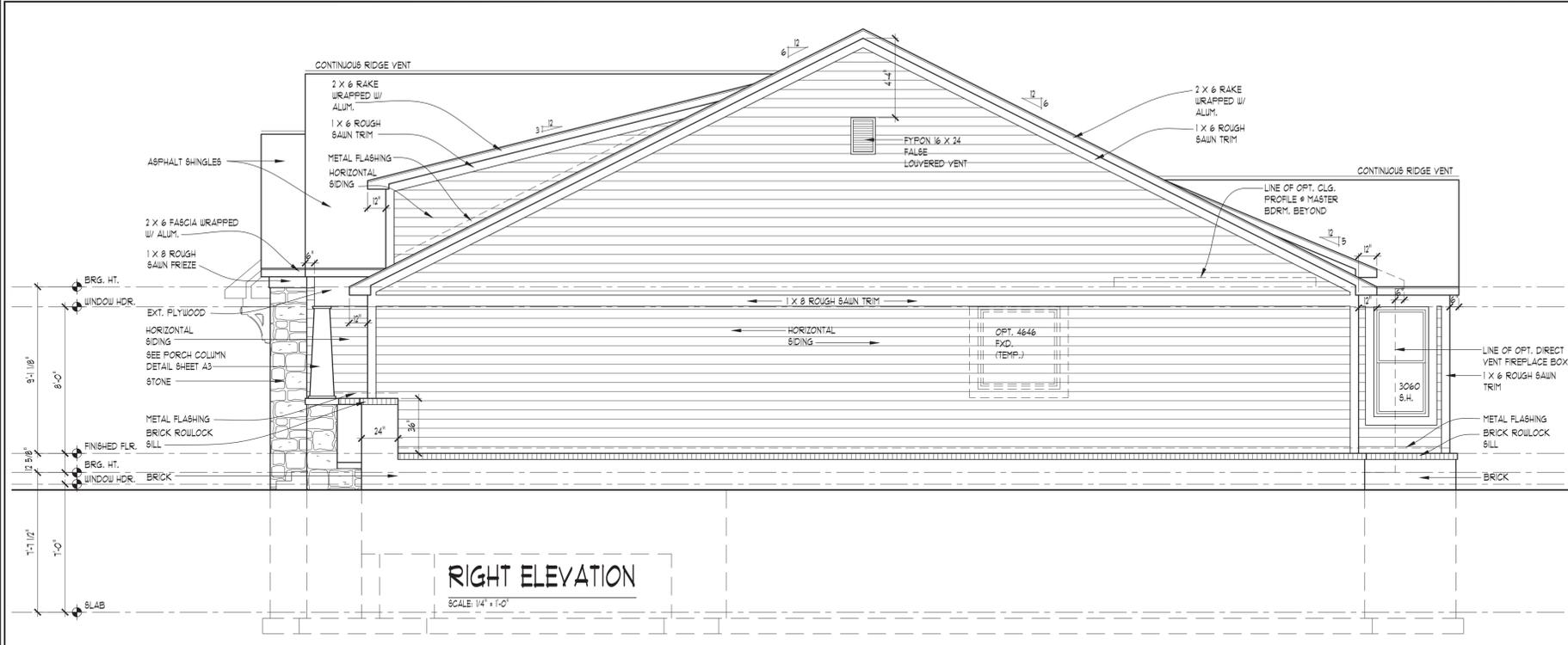
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CLIENT / PROJECT
ROBERTSON BROTHERS
BREWSTER VILLAGE
RALEIGH PLAN
BARRINGTON ELEVATION
GARAGE RIGHT

JOB No. 18-233
DRAWN: DM
CHECKED: DM
REVIEW 1-24-19
FINAL: 3-27-20
REVISION 8-25-20
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REVISION 2-4-21
REVISION 4-20-21
REVISION 5-11-21
REVISION 6-28-21

SCALE:
PER PLAN

SHEET #
A-3



RIGHT ELEVATION
SCALE: 1/4" = 1'-0"

ELEVATION NOTES

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TYPICAL WINDOW DESIGNATION

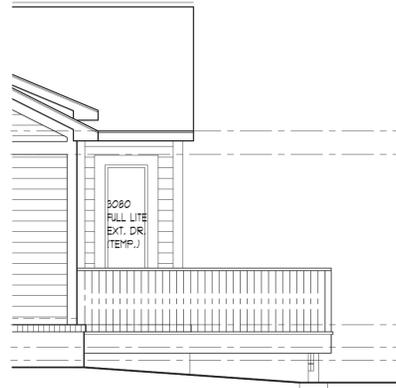
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PARTIAL RIGHT ELEVATION W/ OPTIONAL DOOR W/ DECK
SCALE: 1/4" = 1'-0"



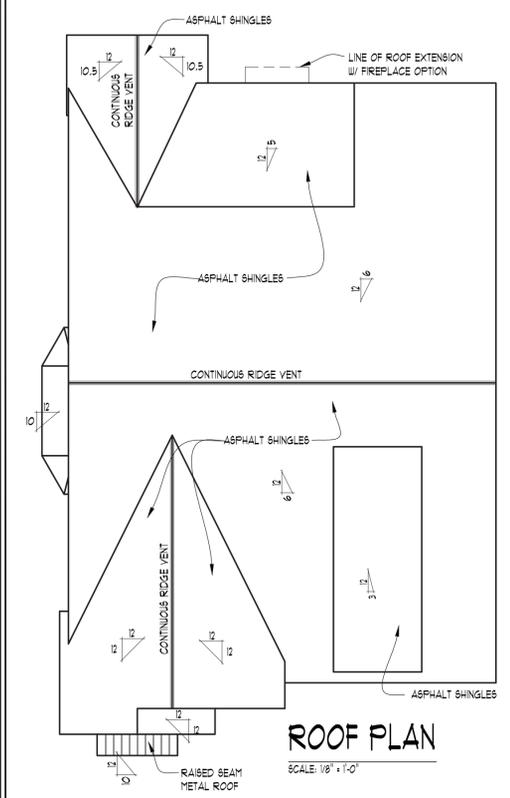
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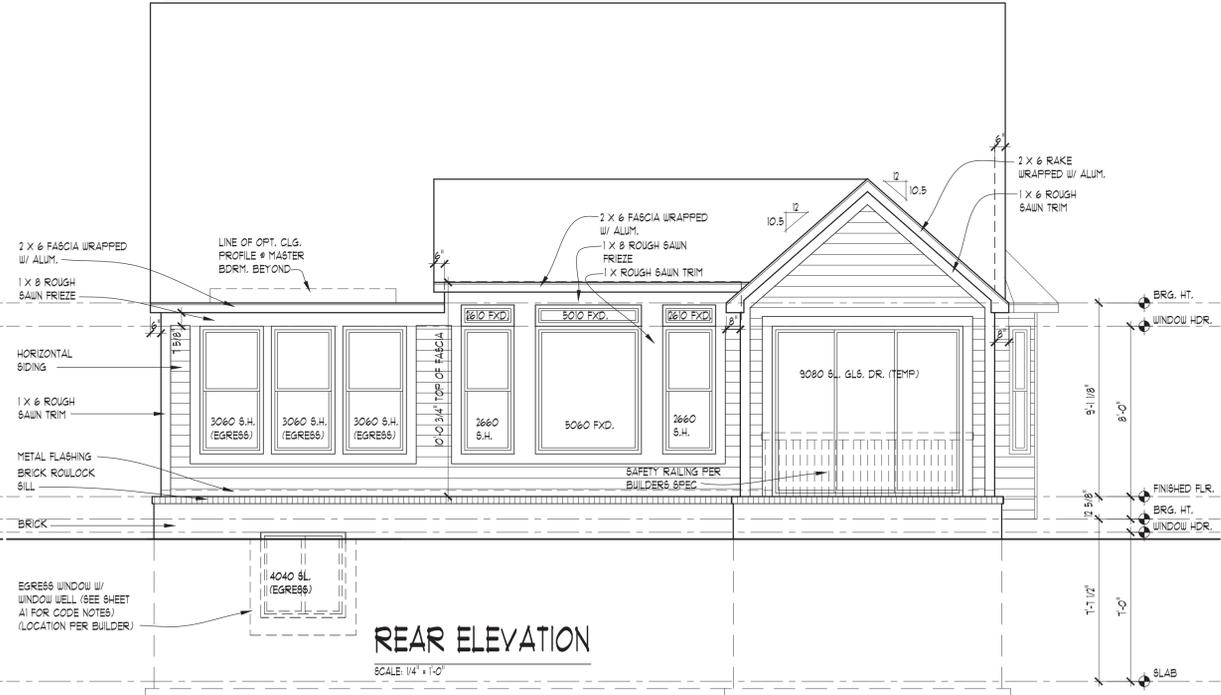
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ROOF PLAN
SCALE: 1/8" = 1'-0"



REAR ELEVATION W/ OPTIONAL FIREPLACE
SCALE: 1/4" = 1'-0"



REAR ELEVATION
SCALE: 1/4" = 1'-0"



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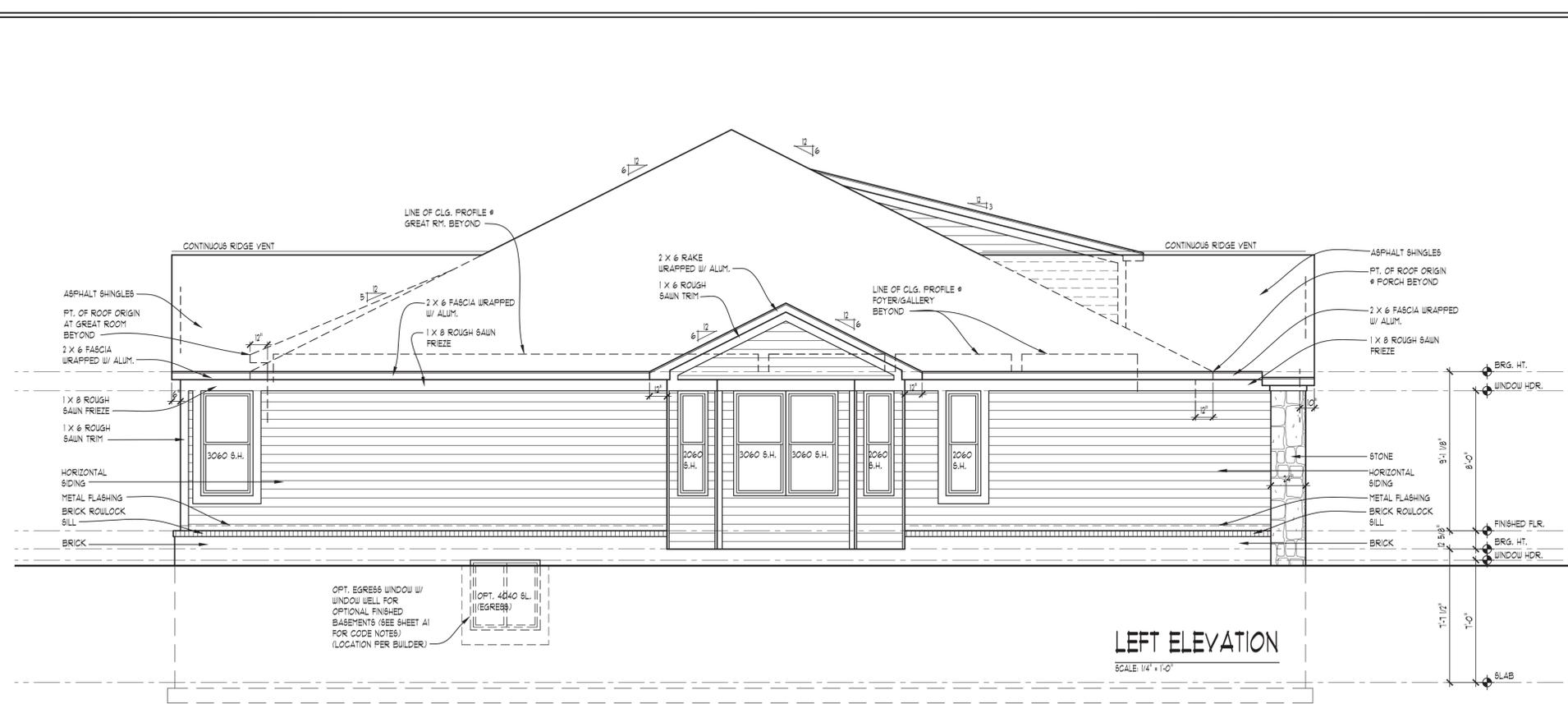
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 BARRINGTON
 ELEVATION
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JOB No. 18-233
DRAWN: DM
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REVIEW 1-24-19
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SCALE:
 PER PLAN

SHEET #
 A-4



ELEVATION NOTES

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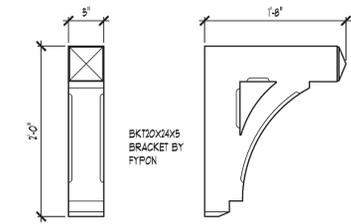
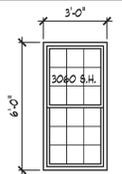
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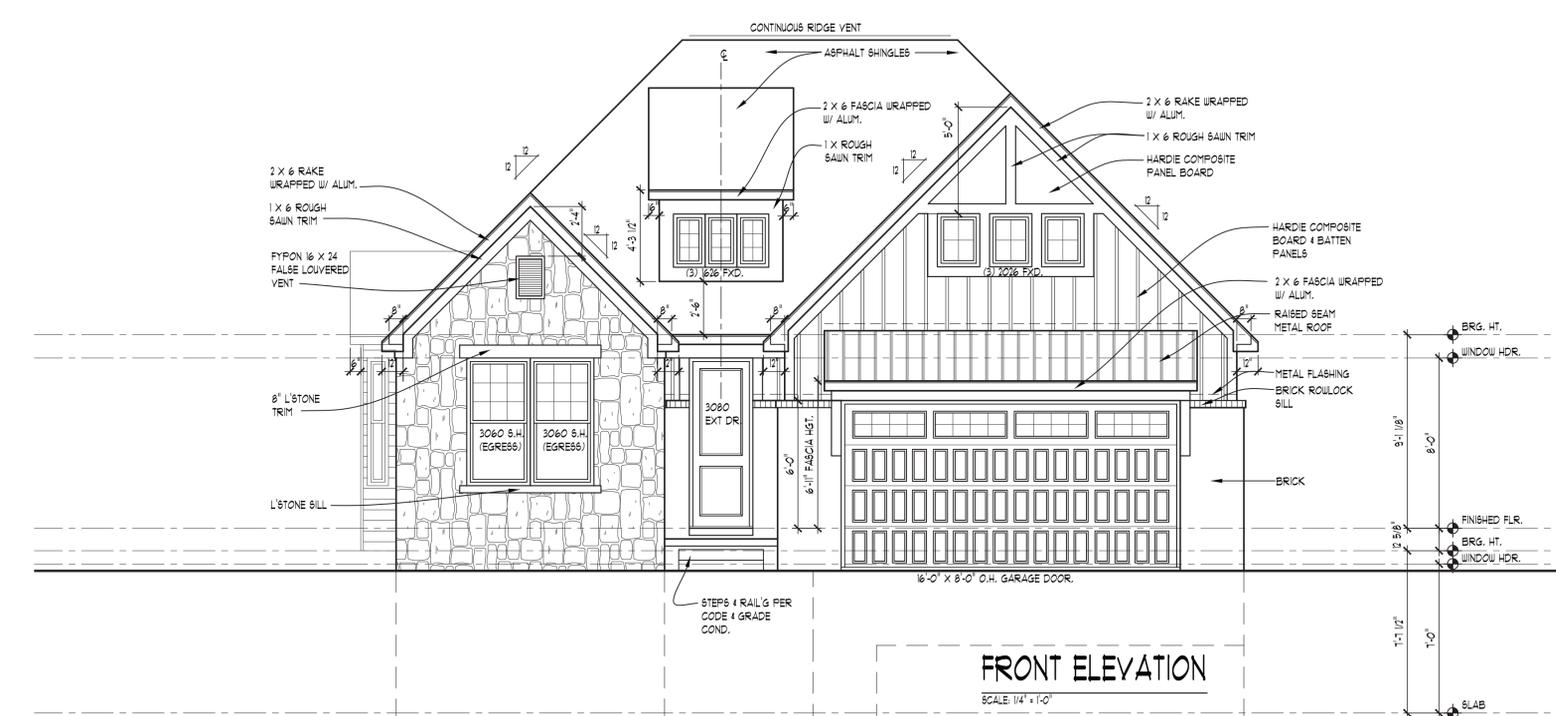
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BRACKET DETAIL

SCALE: 1" = 1'-0"



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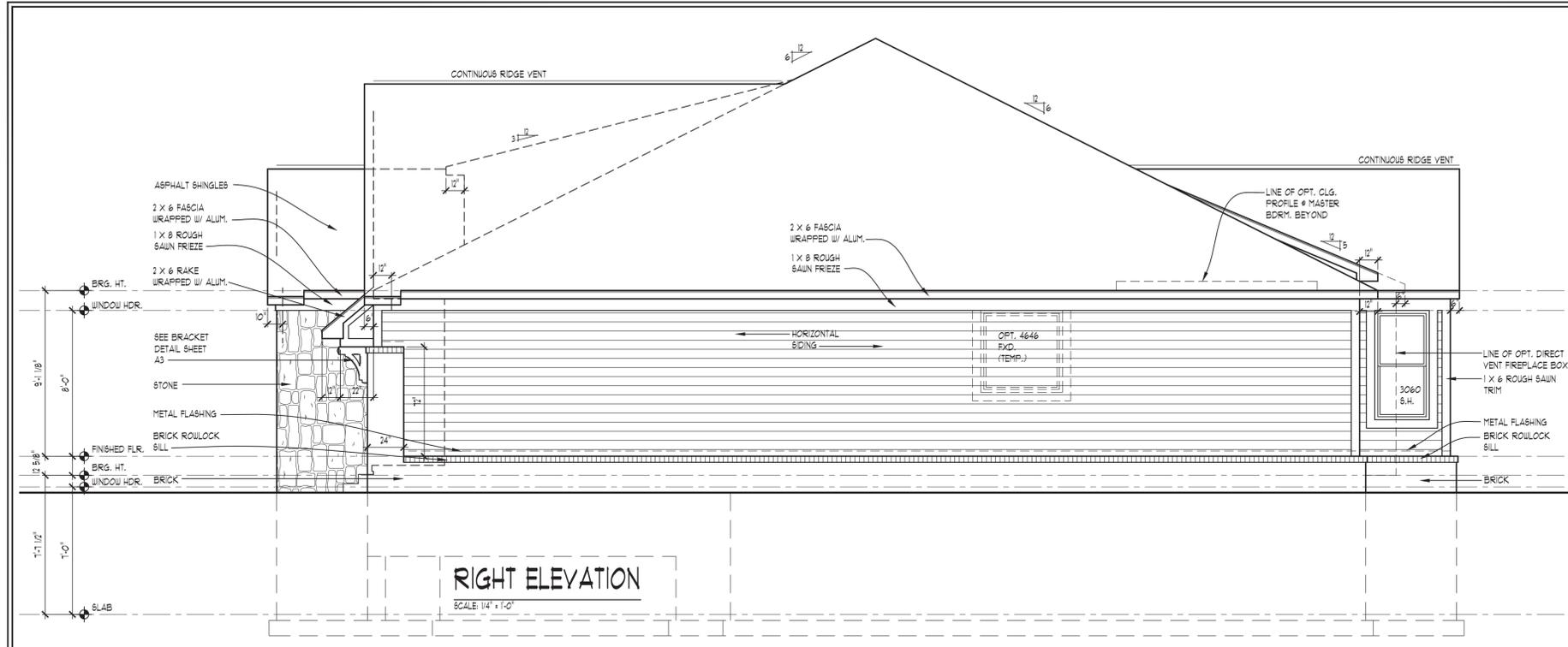
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CLIENT / PROJECT
ROBERTSON BROTHERS
BREWSTER VILLAGE
RALEIGH PLAN
ALBANY ELEVATION
GARAGE RIGHT

JOB No. 18-233
DRAWN: DM/PS
CHECKED: DM
REVIEW 1-24-19
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REVISION 6-28-21

SCALE:
PER PLAN

SHEET #
A-3



RIGHT ELEVATION
SCALE: 1/4" = 1'-0"

ELEVATION NOTES

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TYPICAL WINDOW DESIGNATION

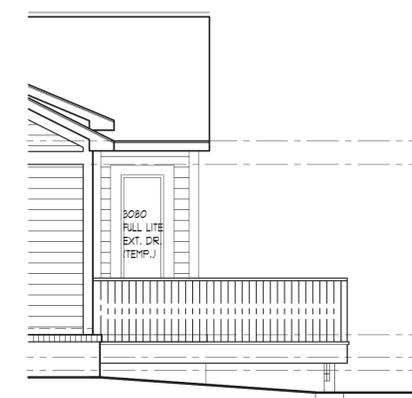
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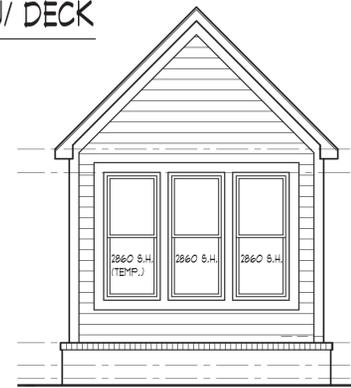
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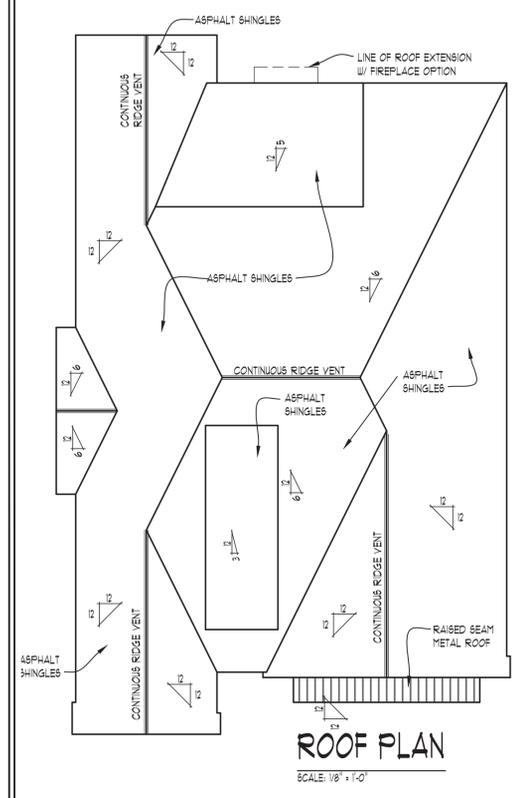
PARTIAL RIGHT ELEVATION W/ OPTIONAL DOOR W/ DECK
SCALE: 1/4" = 1'-0"



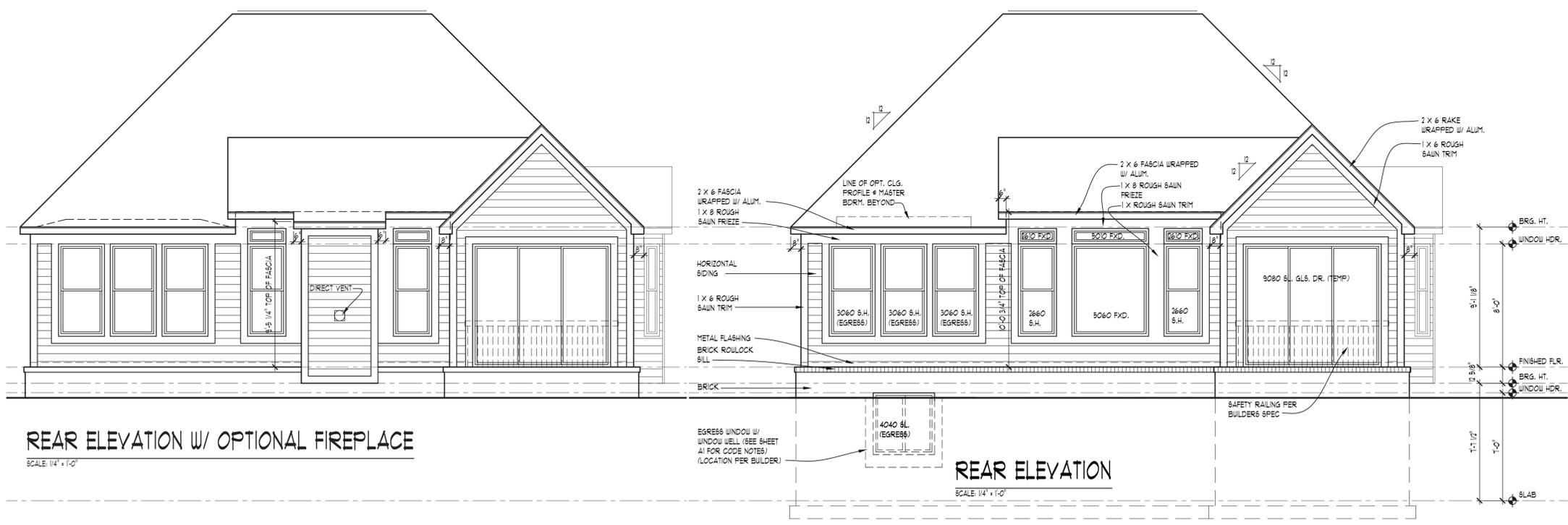
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ROOF PLAN
SCALE: 1/8" = 1'-0"



REAR ELEVATION W/ OPTIONAL FIREPLACE
SCALE: 1/4" = 1'-0"

REAR ELEVATION
SCALE: 1/4" = 1'-0"



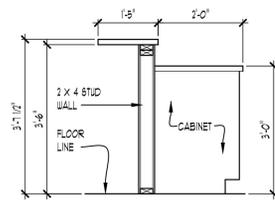
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CLIENT / PROJECT
ROBERTSON BROTHERS BREWSTER VILLAGE RALEIGH PLAN ALBANY ELEVATION GARAGE RIGHT

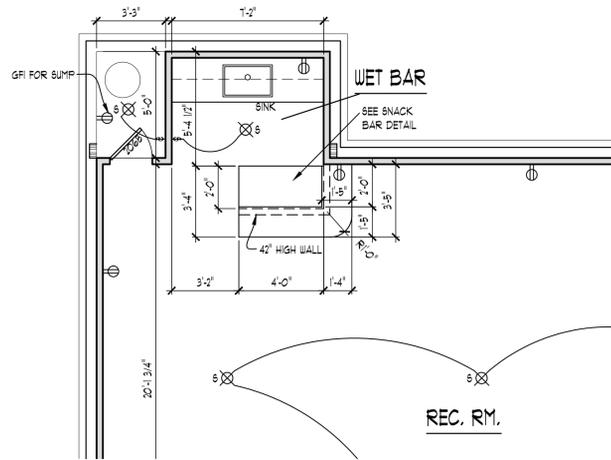
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SCALE: PER PLAN
SHEET #
A-4



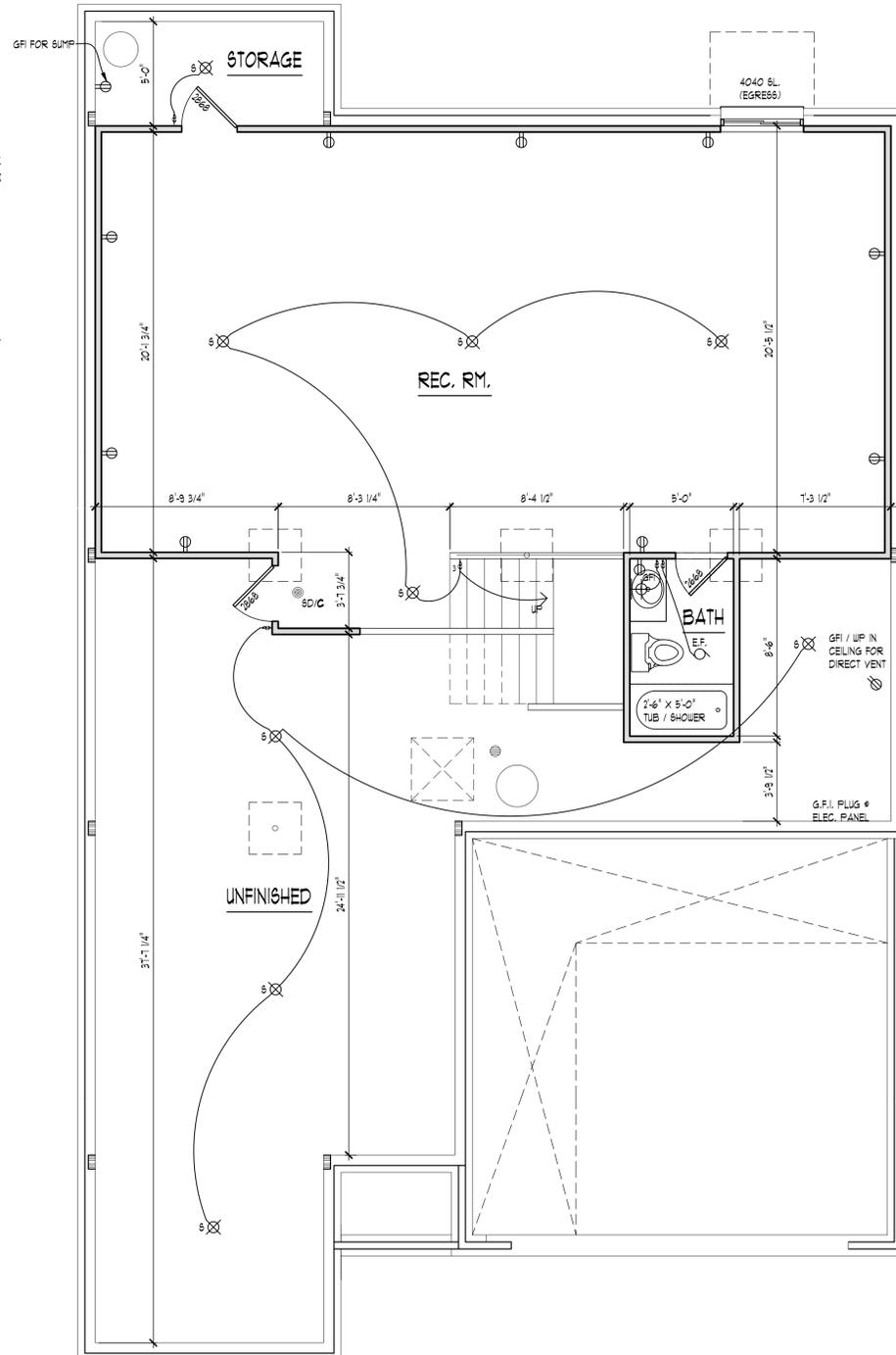
SNACK BAR DETAIL

SCALE: 1/2" = 1'-0"



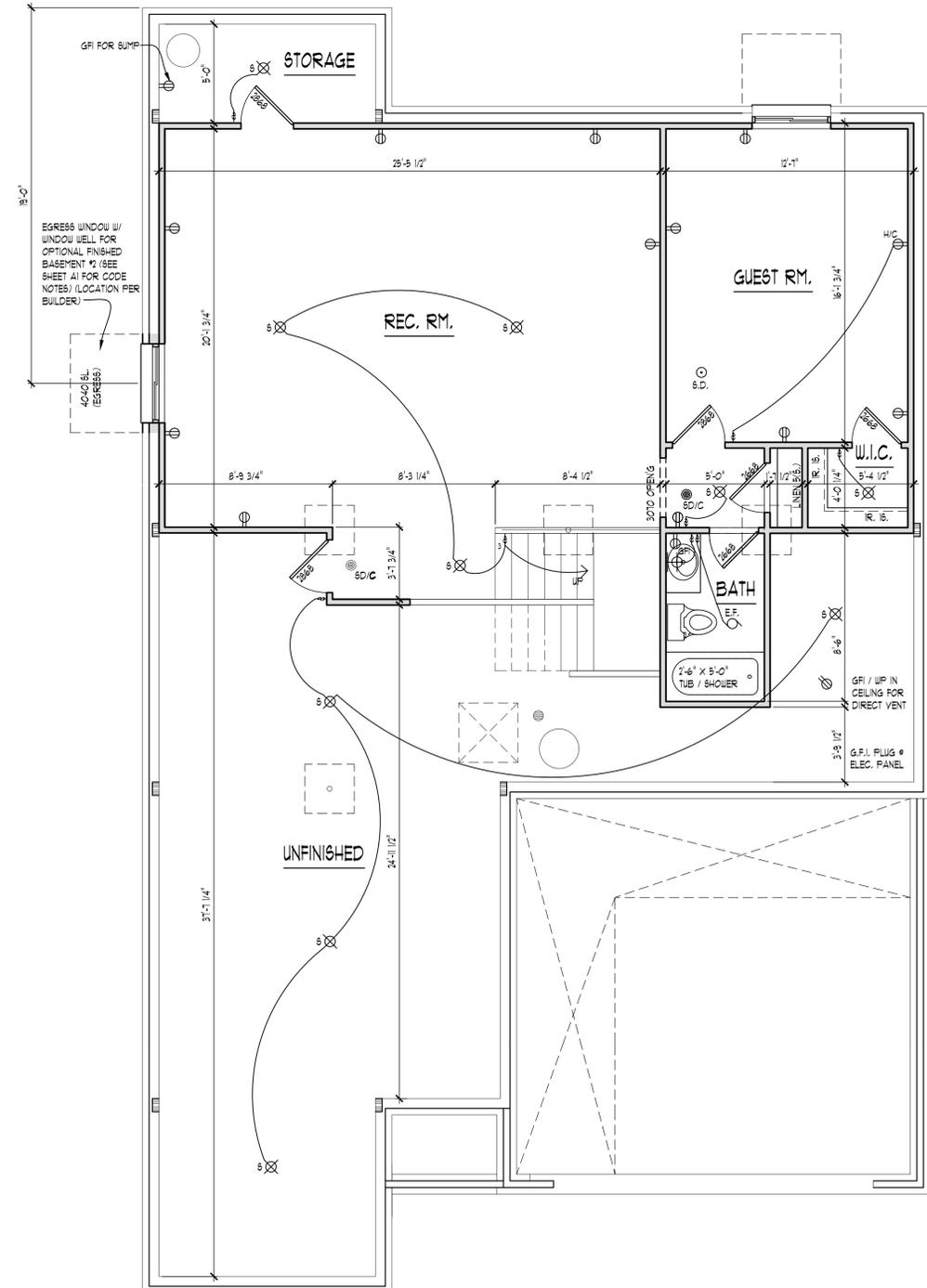
**FINISHED BASEMENT PLAN W/
OPTIONAL SNACK BAR**

SCALE: 1/4" = 1'-0"



FINISHED BASEMENT PLAN OPTION #1

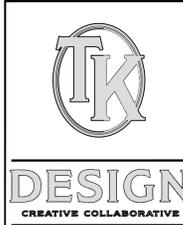
SCALE: 1/4" = 1'-0"



FINISHED BASEMENT PLAN OPTION #2

SCALE: 1/4" = 1'-0"

FIN. BSMT. OPTION #1	936 S.F.
FIN. BSMT. OPTION #2	936 S.F.
W/ OPT. WET BAR	140 S.F.



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CONTRACTORS ARE SOLE RESPONSIBLE OF THE PERMITS/LOCAL

CLIENT / PROJECT
ROBERTSON
BROTHERS
BREWSTER VILLAGE
RALEIGH PLAN
ALBANY ELEVATION
GARAGE RIGHT

JOB No.	18-233
DRAWN:	DM/PS
CHECKED:	DM
REVIEW	1-24-19
FINAL:	3-27-20
REVISION	2-4-21
REVISION	4-20-21
REVISION	5-11-21
REVISION	6-28-21
REVISION	8-5-21
REVISION	1-18-22

SCALE:
PER PLAN

SHEET #
FB-1

PLAN NOTES

INTERIOR WALLS:
 1/2" GYPSUM WALL BOARD ON EACH SIDE OF 2x4 WOOD STUDS @ 16" O.C. 3 1/2" THICK TYPICAL (UNLESS NOTED OTHERWISE). ALL DIMENSION TAKEN FROM STUD EDGES

EXTERIOR WALLS:
 SIDING AND/OR MASONRY WITH AIRSPACE, MOISTURE BARRIER PAPER (HOUSE WRAP) ON 1/8" O.S.B. SHEATHING ON 2x4 WOOD STUDS @ 16" O.C. OR AS NOTED. INSULATION TO BE INSTALLED TO MEET THE SIMULATED PERFORMANCE ALTERNATIVE METHOD IN ACCORDANCE WITH 2015 IRC SECTION N105 BASED ON CLIMATE ZONE 5A 1/2" GYPSUM WALL BOARD (GLUE & SCREWS). WALL TO BE 4" THICK WITH SIDING AND 8" THICK WITH MASONRY (TYPICAL UNLESS NOTED OTHERWISE). ALL DIMENSION TAKEN FROM FRAMING (FLOOR PLANS) OR FOUNDATION CORNERS (FOUNDATION PLAN)

1. OPENINGS BETWEEN THE GARAGE AND RESIDENCE SHALL BE EQUIPPED WITH 20-MINUTE FIRE RATED DOORS (OR EQUIVALENT PER 2015 IRC SECTION R302.5.1).
2. VENT ALL EXHAUST FANS TO EXTERIOR.
3. WHEN POSSIBLE DIRECT ALL FLUES AND VENTS THAT PENETRATE ROOF BEHIND MAIN RIDGE.
4. INSTALL WATER SUPPLY AND DRAIN BOX (GREY BOX) AT WASHING MACHINE LOCATION.
5. USE MOISTURE RESISTANT DRYWALL AT ALL AREAS SUSCEPTIBLE TO MOISTURE.
6. ALL FIRST FLOOR INTERIOR DOORS TO BE FRAMED 6'-8" TALL, UNLESS NOTED OTHERWISE. VERIFY W/ BUILDER
7. PROVIDE GUARDRAIL AT STAIRS DURING CONSTRUCTION.
8. PROVIDE SQUASH BLOCKS UNDER ALL BEARING CONDITIONS.
9. GARAGE WALLS TO BE 2x6 STUDS IF OVER 10'-0" TALL.

NOTE: S.D. (CIRCLE WITH DASH)
 S.D.C. (CIRCLE WITH DOT)
 ALL SMOKE & CARBON MONOXIDE DETECTORS INTERCONNECTED W/ BATTERY BACK-UP PER CODE.

NOTE:
 DOOR & WINDOW LOCATIONS:
 ALL DOORS & WINDOWS ARE ASSUMED TO BE EITHER IN THE CENTER OF THE WALL MASS OR MIN. 4 INCHES FROM PERPENDICULAR WALL FOR CASING UNLESS NOTED OTHERWISE

NOTE:
 VERIFY DROPPED FLOOR AREAS FOR TILE WITH BUILDER

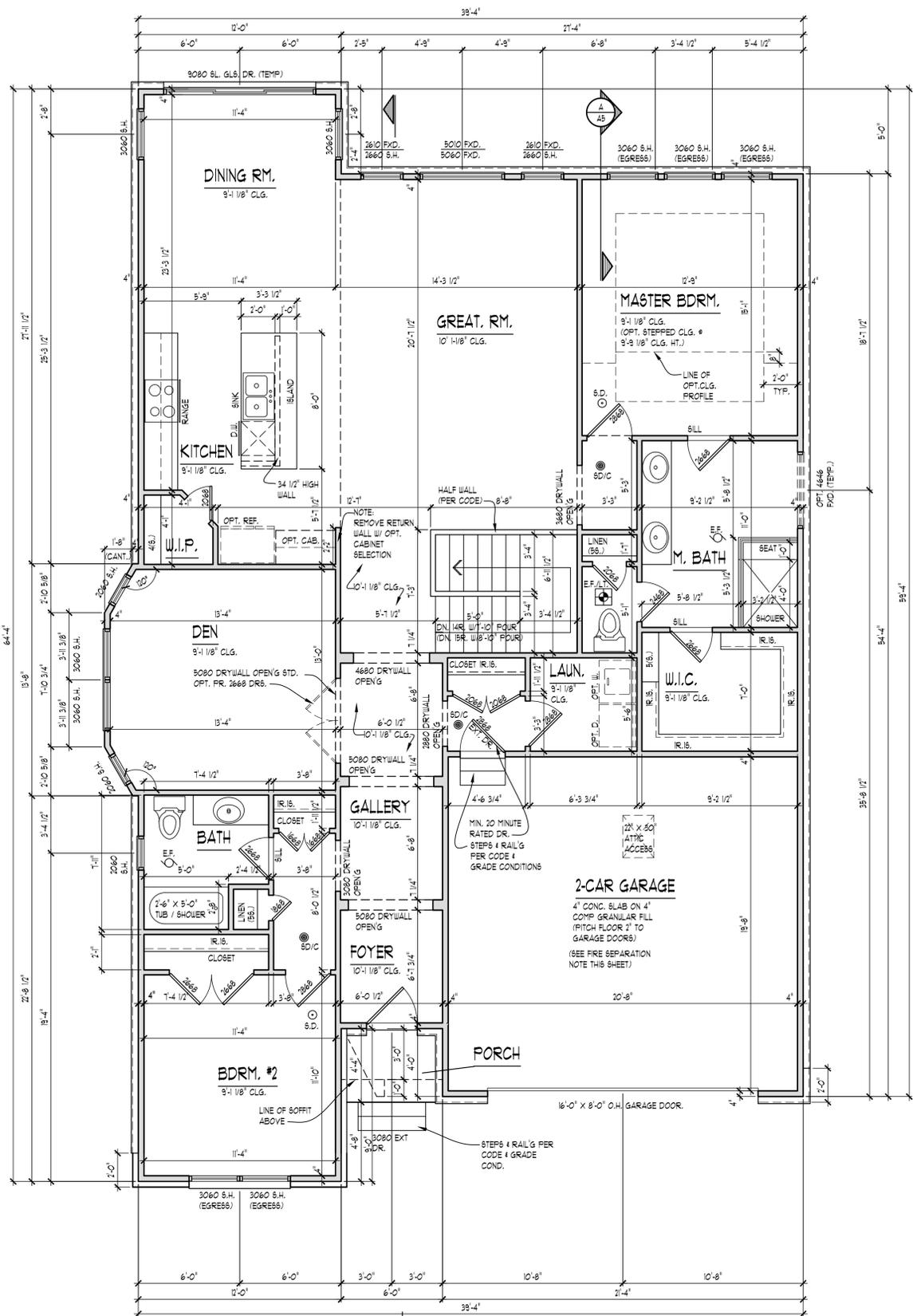
FIREPLACE NOTE
 ALL FIREPLACE DIMENSIONS & ROUGH OPENINGS TO BE VERIFIED W/ MANUFACTURER SPECS INCLUDING BUT NOT LIMITED TO WIDTH, DEPTH, HEIGHT, CHIMNEY CLEARANCES, ETC. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE ALL SPECS TO CARPENTER PRIOR TO FRAMING

FIRE SEPARATION NOTE
 FIRE SEPARATION (R302.6)
 GARAGE SPACE BENEATH HABITABLE ROOMS SHALL BE SEPARATED FROM ALL HABITABLE ROOMS ABOVE BY NOT LESS THAN 5/8-INCH TYPE X GYPSUM BOARD OR EQUIVALENT. WHERE THE SEPARATION IS A FLOOR-CEILING ASSEMBLY, THE STRUCTURE SUPPORTING THE SEPARATION SHALL ALSO BE PROTECTED BY NOT LESS THAN 1/2-INCH GYPSUM BOARD OR EQUIVALENT. ALL OTHER GARAGE SPACE SHALL BE SEPARATED FROM THE RESIDENCE AND ITS ATTIC AREA BY NOT LESS THAN 1/2-INCH GYPSUM BOARD APPLIED TO THE GARAGE SIDE. DROPPED FLOOR UNDER FLR. ABV. (ENCLOSE MECHANICAL AND STRUCTURAL ELEMENTS) VERIFY W/ BLDG.

NOTE:
 PROVIDE MIN. (1) 2 X 4 HEADER AT ALL INTERIOR & EXTERIOR DOOR & WINDOW OPENINGS (UNLESS NOTED OTHERWISE).

NOTE:
 PROVIDE MIN. (1) JACK STUD & (1) KING STUD AT EACH END OF ALL HEADERS (UNLESS NOTED OTHERWISE).

NOTE:
 PROVIDE MIN. (1) JOIST OR LADDER FRAMING UNDER ALL UPPER FLOOR PARALLEL PARTITIONS



FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

AREA SUMMARY:
 OVERALL FLOOR AREA:
 FIRST FLOOR 1834 S.F.



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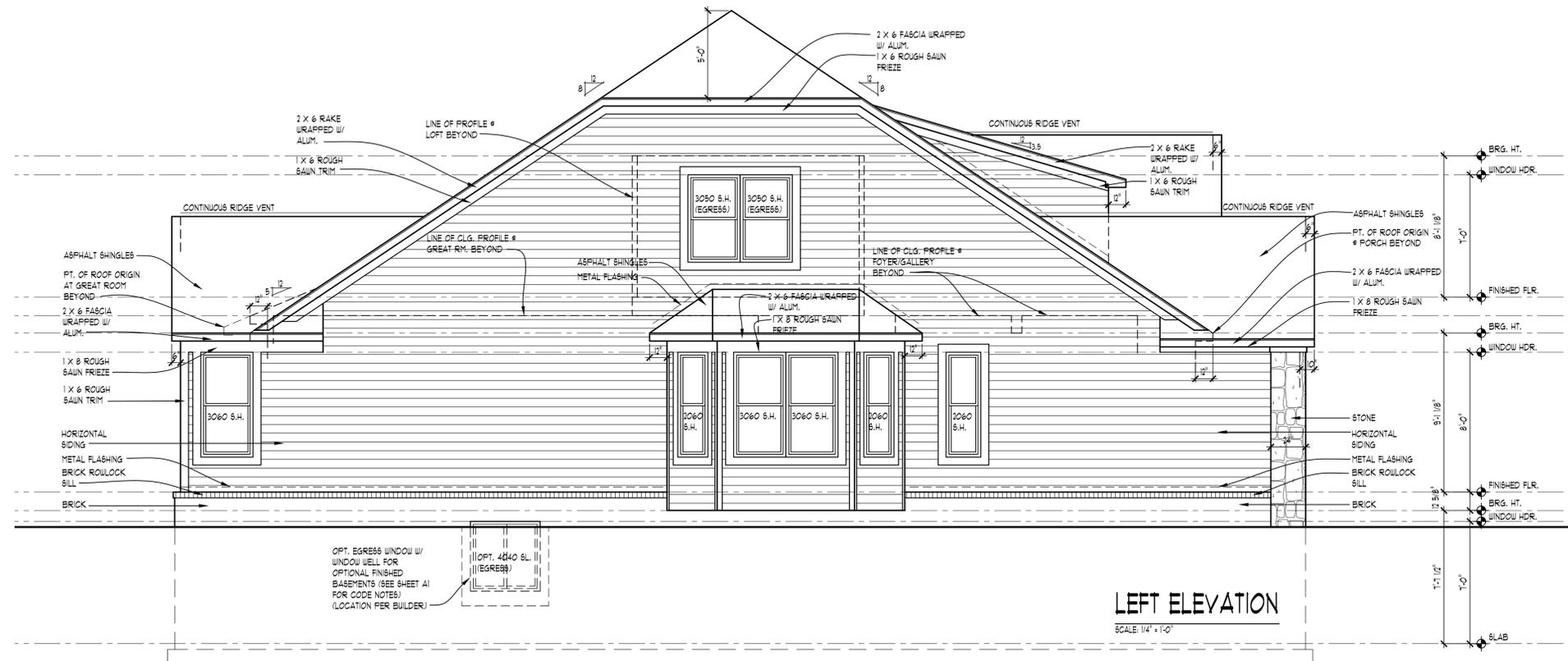
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CLIENT / PROJECT
 ROBERTSON
 BROTHERS
 BREWSTER VILLAGE
 RALEIGH PLAN
 ALBANY ELEVATION
 GARAGE RIGHT

JOB No. 18-233
DRAWN: DM/PS
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REVIEW 1-24-19
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REVISION 4-20-21
REVISION 5-11-21
REVISION 6-28-21
REVISION 8-15-21
REVISION 1-18-22

SCALE:
 PER PLAN

SHEET #
 A-2



LEFT ELEVATION
SCALE: 1/4" = 1'-0"

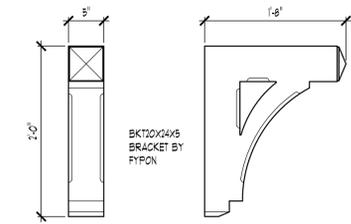
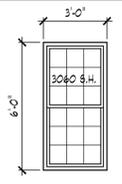
ELEVATION NOTES

- ALL ROOF SADDLES TO BE PLYWOOD SHEATHED WITH ICE & WATER SHIELD AND SHINGLES.
- PROVIDE ICE & WATER SHIELD MIN. 6'-0" COVERAGE AT ALL VALLEYS
- FIREPLACE FLUE TO BE DETERMINED PER MANUFACTURER'S SPECIFICATION
- METAL FLASHING AS REQUIRED BY CODE.
- ROOF & SOFFIT VENTS AS REQUIRED BY CODE.
- PROVIDE GUTTERS & DOWNSPOUTS FOR DRAINAGE OF ROOF WATER. DOWNSPOUTS ARE TO BE LOCATED SO THAT THE DISCHARGE WILL NOT SPILL ON OR FLOW ACROSS ANY PORCHES, WALKS OR DRIVES.
- CARPENTER TO VERIFY THICKNESS OF MASONRY PRIOR TO BUILDING BRICK RACK

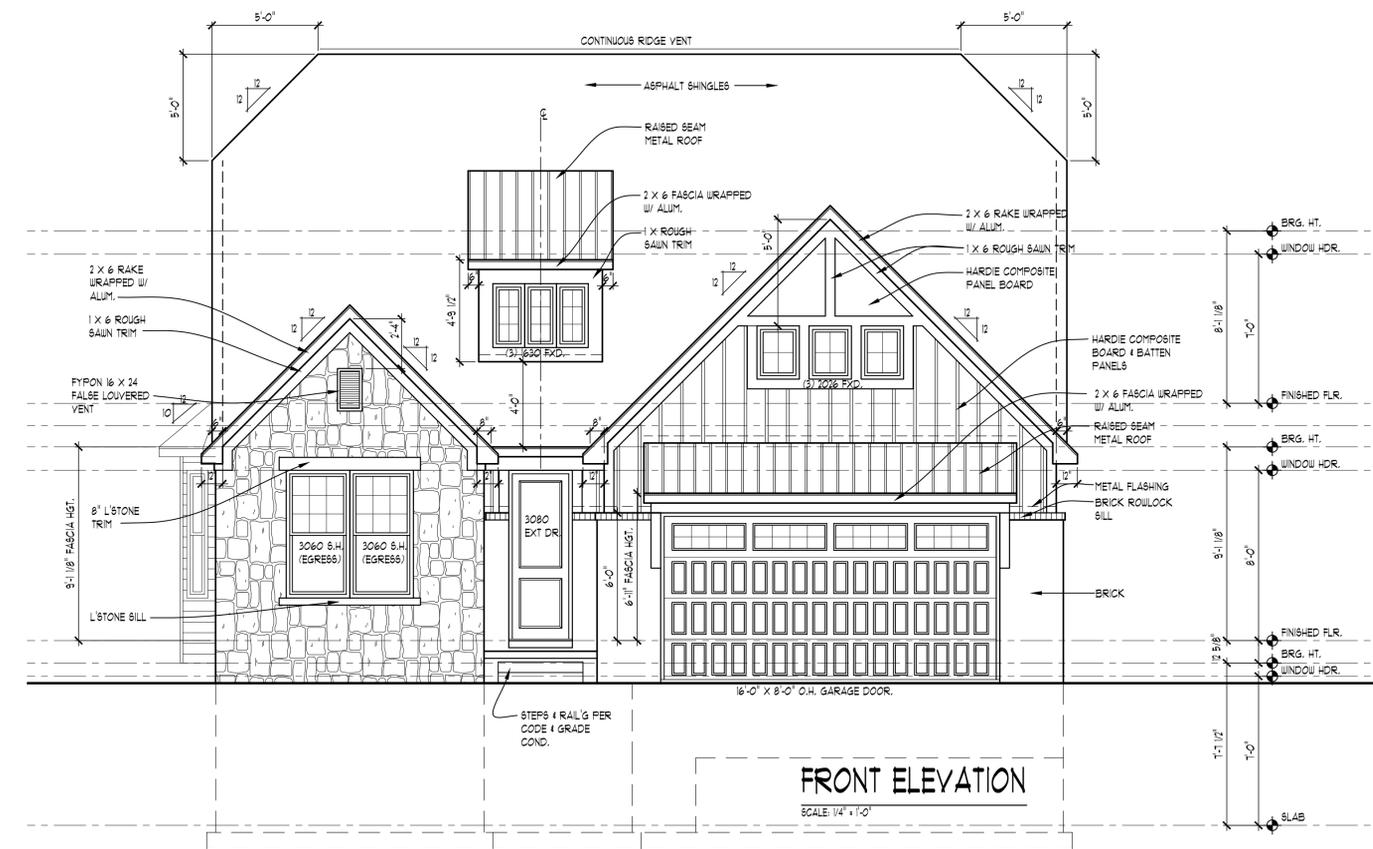
NOTE:
OVERHANG DIMENSIONS (O.H.) ARE FROM SHEATHING U.N.C.

TYPICAL WINDOW DESIGNATION

NOTE:
GENERAL REFERENCE FOR ROUGH OPENING SIZES ONLY. CONSULT WITH WINDOW MANUFACTURER FOR EXACT WINDOW SIZES & REQUIREMENTS.
NOTE:
ALL CASEMENT VENTING TO BE VERIFIED BY BUILDER/HOMEOWNER PRIOR TO ORDERING WINDOWS
NOTE:
WINDOW MANUFACTURER TO VERIFY ALL WINDOW GRID PATTERNS WITH HOME OWNER.



BRACKET DETAIL
SCALE: 1" = 1'-0"



FRONT ELEVATION
SCALE: 1/4" = 1'-0"



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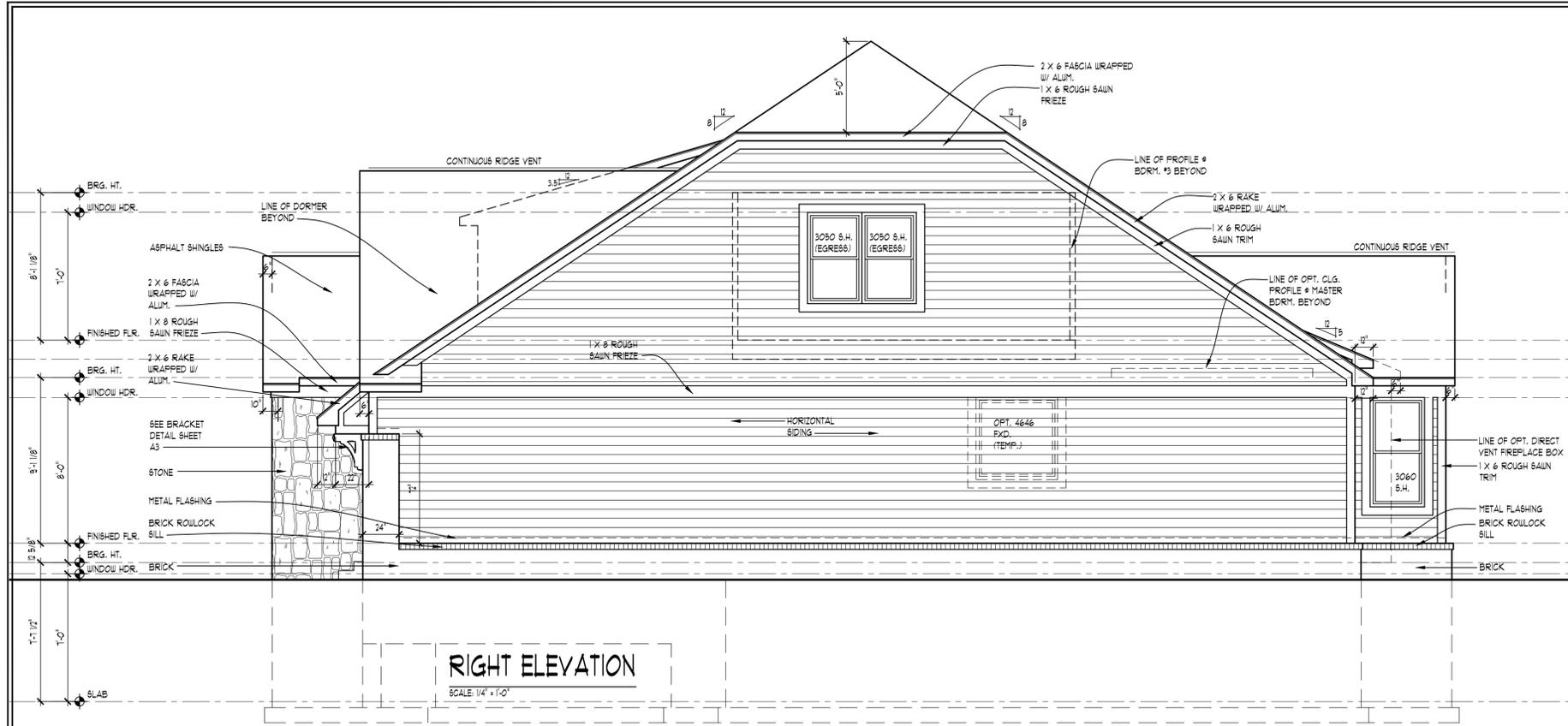
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CLIENT / PROJECT
ROBERTSON
BROTHERS
BREWSTER VILLAGE
NORTHVILLE, MI.
WILMINGTON
ELEVATION A
GARAGE RIGHT

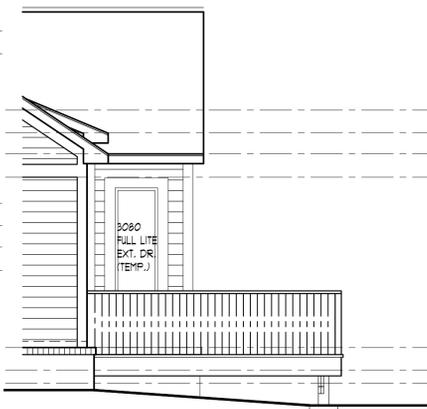
JOB No. 1972-21
DRAWN: PAPP'S
CHECKED: DM
REVIEW 8-6-21
FINAL: 8-10-21
REVISION -

SCALE:
PER PLAN

SHEET #
A-3

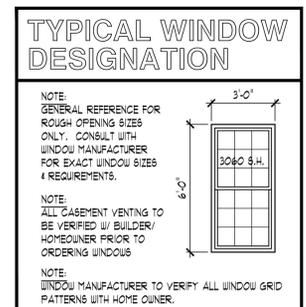


RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



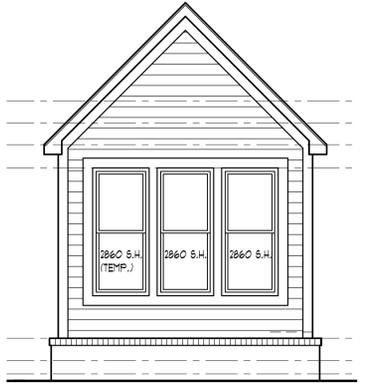
PARTIAL RIGHT ELEVATION W/ OPTIONAL DOOR REQUIRED W/ SMALL DECK
SCALE: 1/4" = 1'-0"

- ELEVATION NOTES**
- ALL ROOF SADDLES TO BE PLYWOOD SHEATHED WITH ICE & WATER SHIELD AND SHINGLES.
 - PROVIDE ICE & WATER SHIELD MIN. 6'-0" COVERAGE AT ALL VALLEYS
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 - METAL FLASHING AS REQUIRED BY CODE.
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NOTE:
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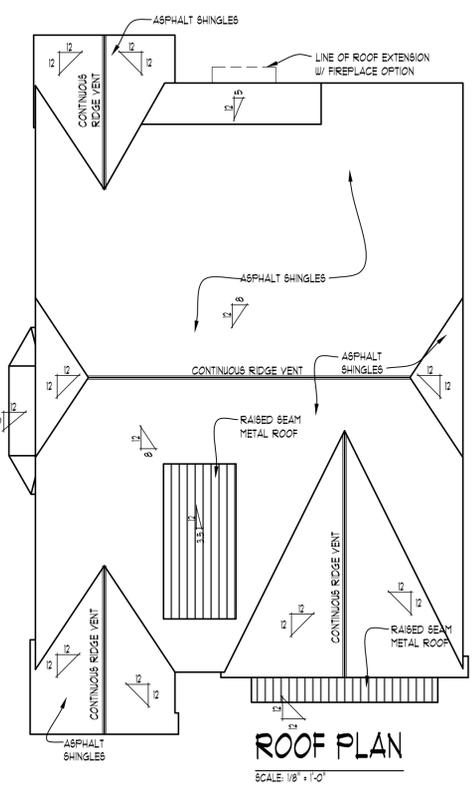
NOTE:
ALL WINDOW SILLS OVER 6'-0" ABOVE EXTERIOR GRADE OR SURFACE BELOW TO BE MINIMUM 2" ABOVE FINISHED FLOOR OR HAVE BASH LIMITERS PER CODE REQUIREMENTS



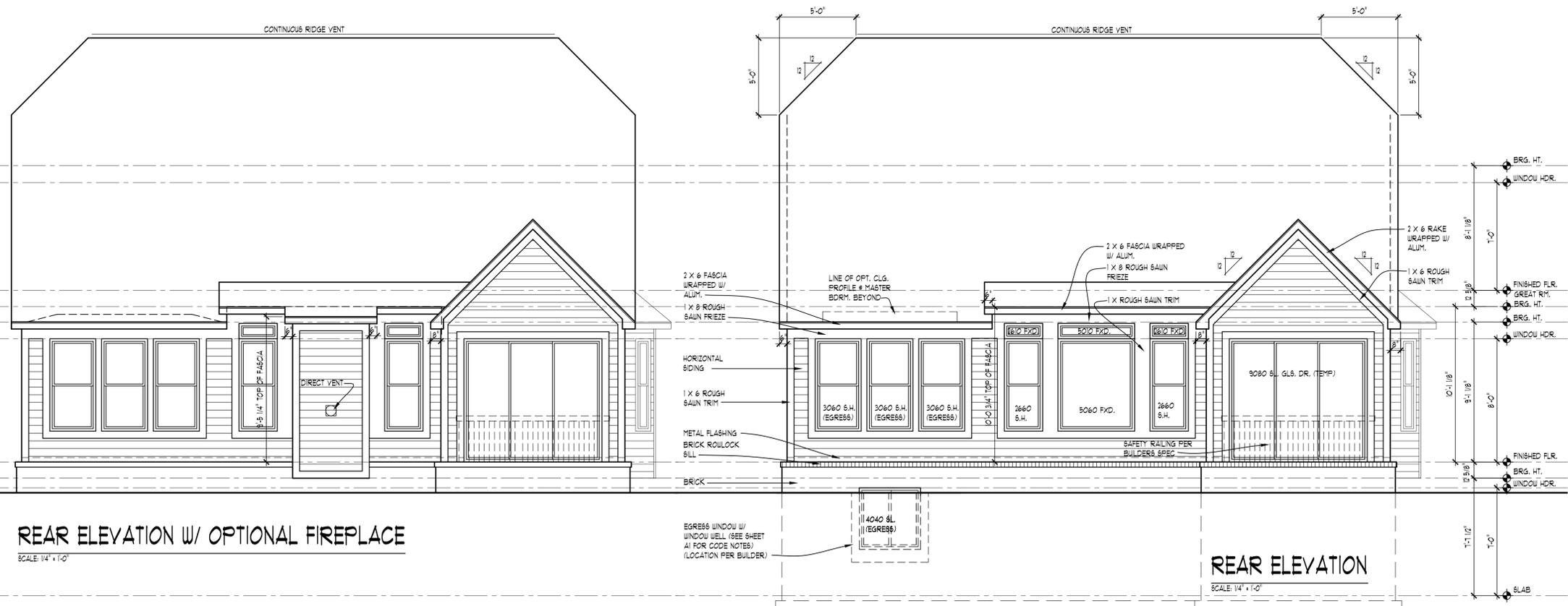
W/ OPT. WINDOWS
SCALE: 1/4" = 1'-0"

ATTIC VENTILATION CALCULATIONS:

AREA OF ATTIC OVER HEATED SPACE = 1834 SQ. FT.
1834/180 = 10.2 (SQ. FT. REQ'D)
112' X 144' = 161' (SQ. INCH CONVERSION)
RIDGE VENTING:
161' X 0.45 = 73' (SQ. INCHES REQ'D)
73' / 18" = 41' (LINEAR FT. OF RIDGE VENT REQ'D)
EAVE OR CORNICE VENTING:
161' X 0.35 = 56" (SQ. INCHES REQ'D)



ROOF PLAN
SCALE: 1/8" = 1'-0"



REAR ELEVATION W/ OPTIONAL FIREPLACE
SCALE: 1/4" = 1'-0"

REAR ELEVATION
SCALE: 1/4" = 1'-0"



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CREATIVE COLLABORATIVE

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CLIENT / PROJECT
ROBERTSON
BROTHERS
BREWSTER VILLAGE
NORTHVILLE, MI.
WILMINGTON A
ELEVATION A
GARAGE RIGHT

JOB No. 1972-21
DRAWN: PAPP'S
CHECKED: DM
REVIEW 8-6-21
FINAL: 8-10-21
REVISION

SCALE:
PER PLAN

SHEET #
A-4

ELEVATION NOTES

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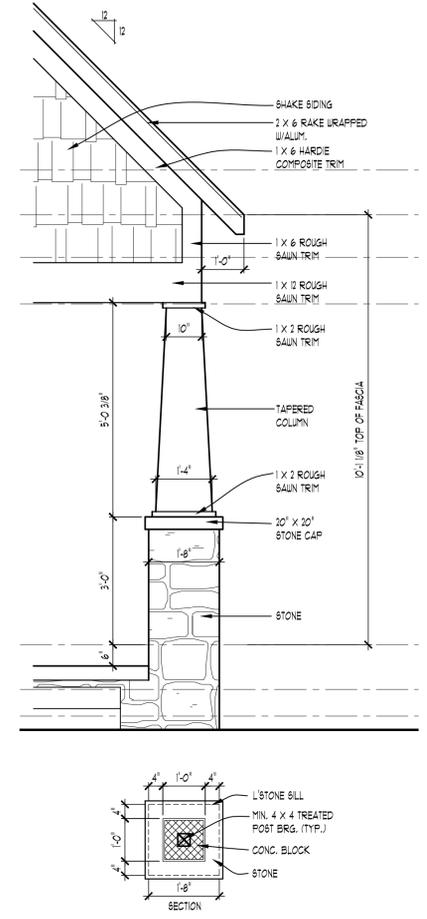
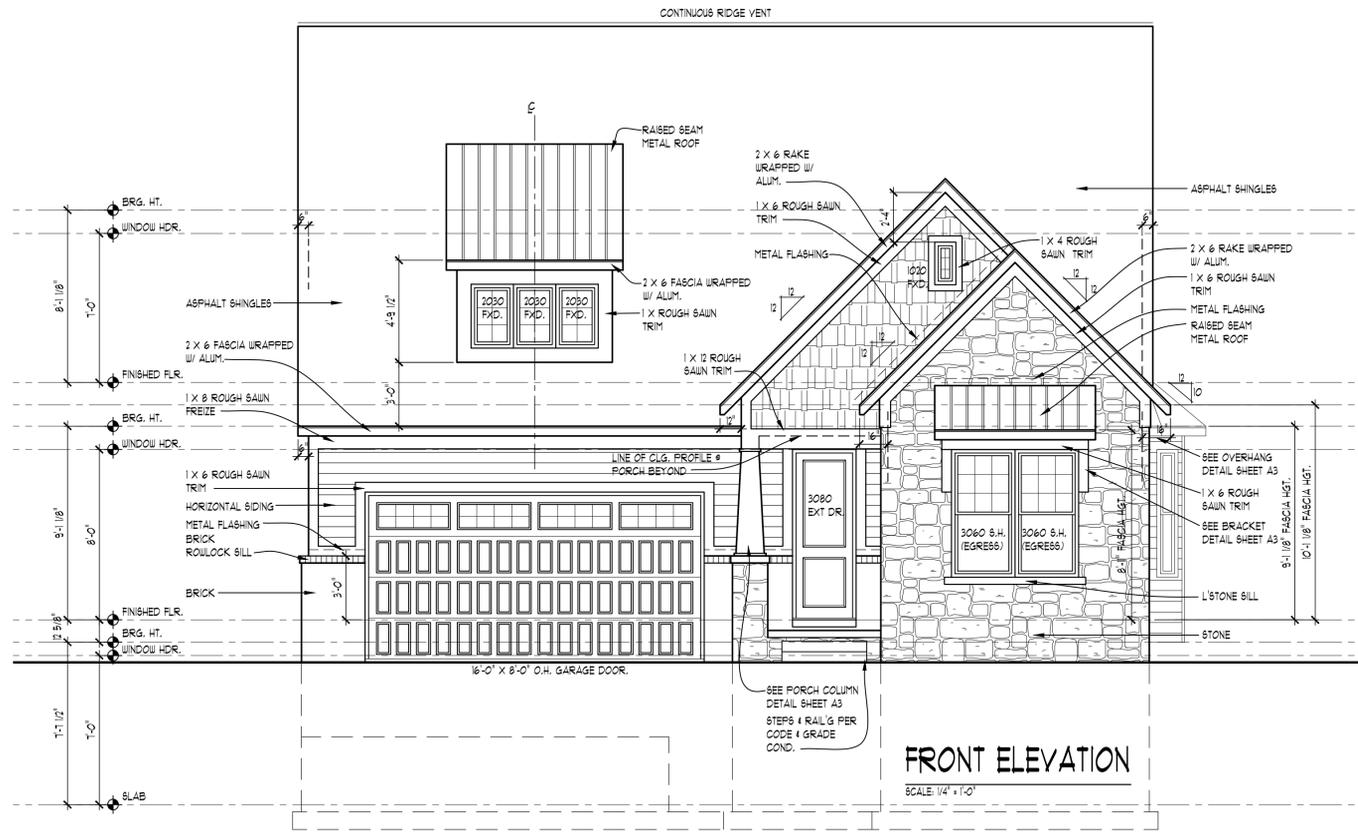
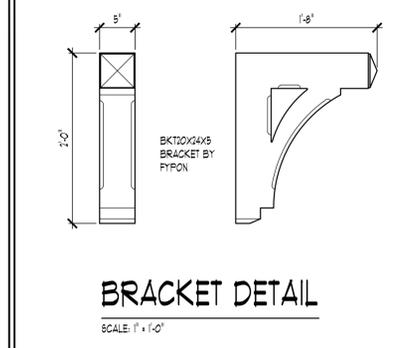
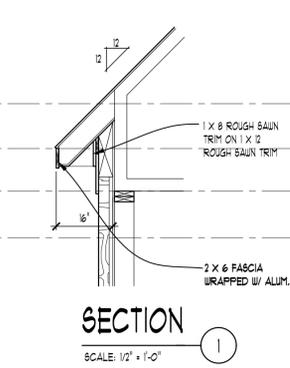
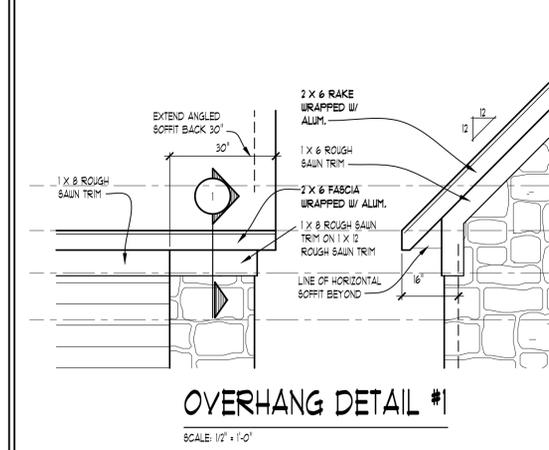
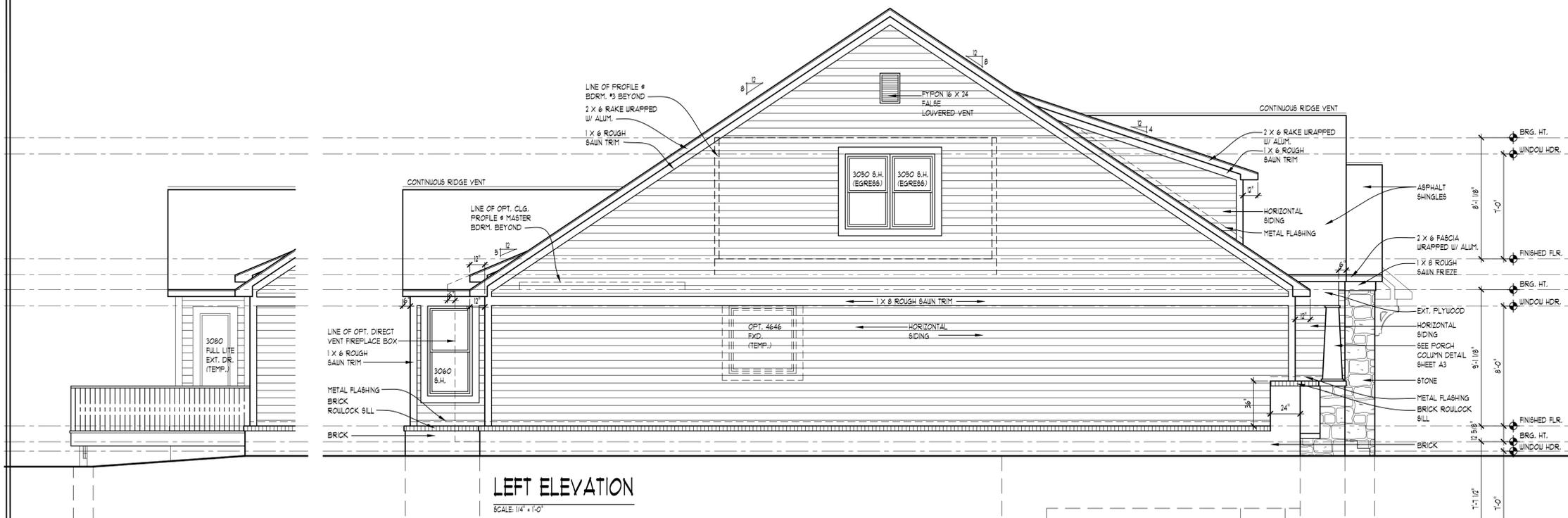
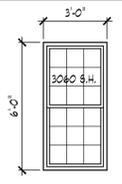
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TYPICAL WINDOW DESIGNATION

NOTE:
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NOTE:
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NOTE:
WINDOW MANUFACTURER TO VERIFY ALL WINDOW GRID PATTERNS WITH HOME OWNER.



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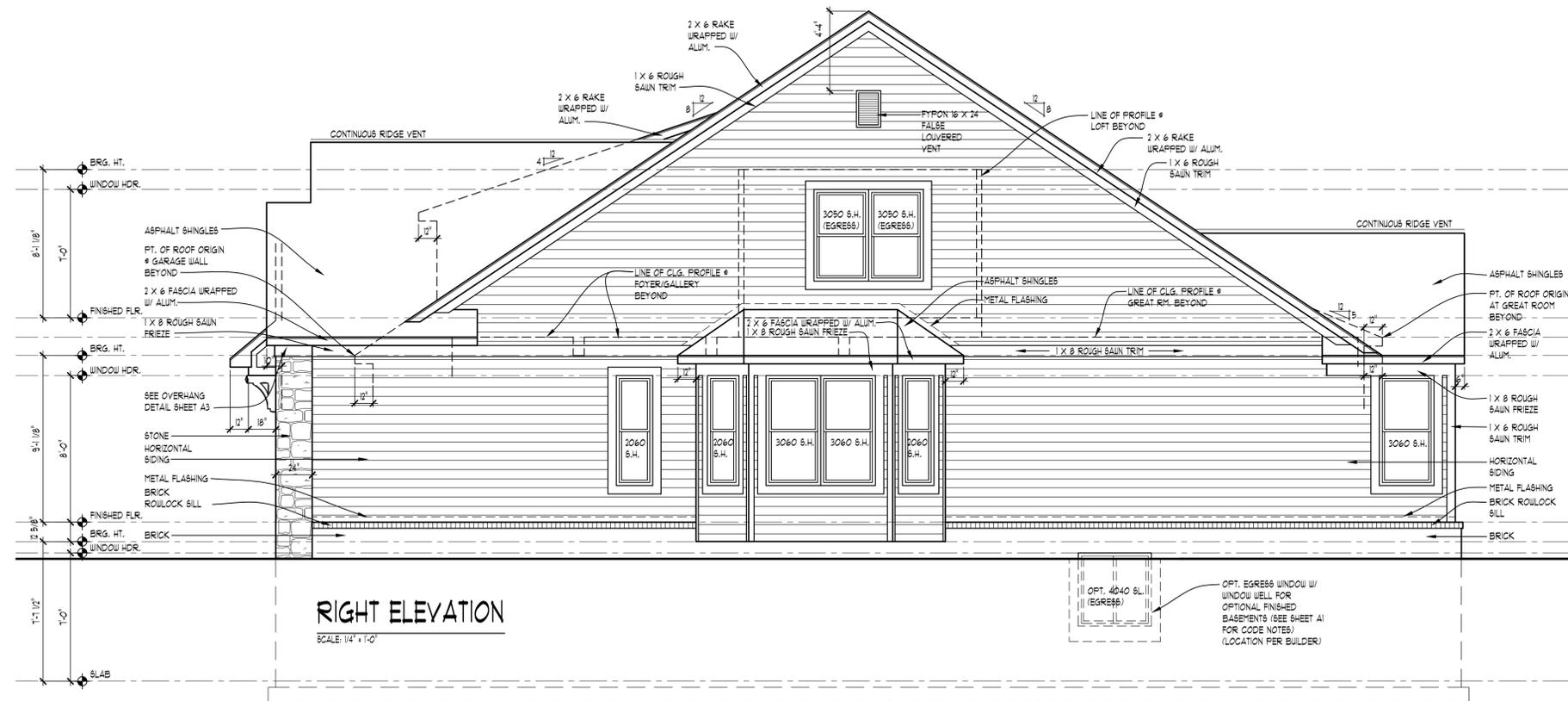
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CLIENT / PROJECT
ROBERTSON BROTHERS
BROTHER VILLAGE
NORTHVILLE, MI.
WILMINGTON, MI.
ELEVATION B
GARAGE LEFT

JOB No. 1972-21
DRAWN: NA
CHECKED: -
REVIEW 12-13-21
FINAL: -
REVISION -

SCALE:
PER PLAN

SHEET #
A-3



RIGHT ELEVATION
SCALE: 1/4" = 1'-0"

ELEVATION NOTES

1. ALL ROOF SADDLES TO BE PLYWOOD SHEATHED WITH ICE & WATER SHIELD AND SHINGLES.
2. PROVIDE ICE & WATER SHIELD MIN. 6'-0" COVERAGE AT ALL VALLEYS
3. FIREPLACE FLUE TO BE DETERMINED PER MANUFACTURER'S SPECIFICATION
4. METAL FLASHING AS REQUIRED BY CODE.
5. ROOF & SOFFIT VENTS AS REQUIRED BY CODE.
6. PROVIDE GUTTERS & DOWNSPOUTS FOR DRAINAGE OF ROOF WATER. DOWNSPOUTS ARE TO BE LOCATED SO THAT THE DISCHARGE WILL NOT SPILL ON OR FLOW ACROSS ANY PORCHES, WALKS OR DRIVES.
7. CARPENTER TO VERIFY THICKNESS OF MASONRY PRIOR TO BUILDING BRICK RACK

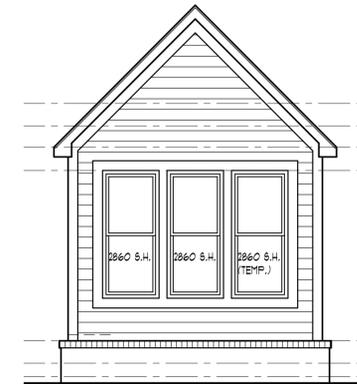
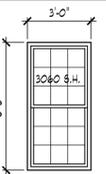
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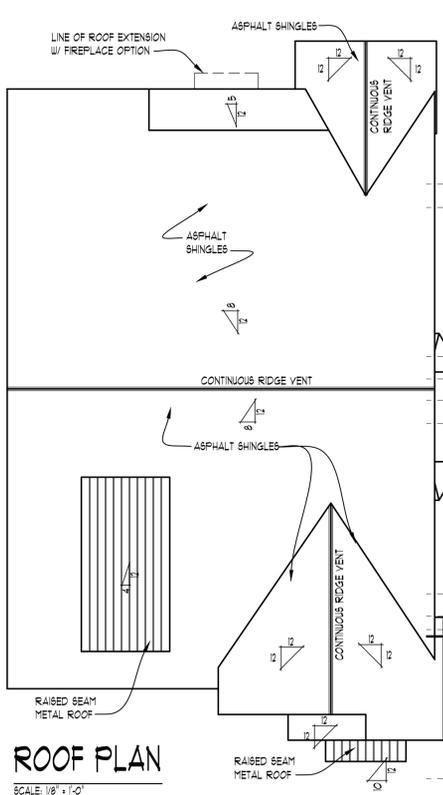
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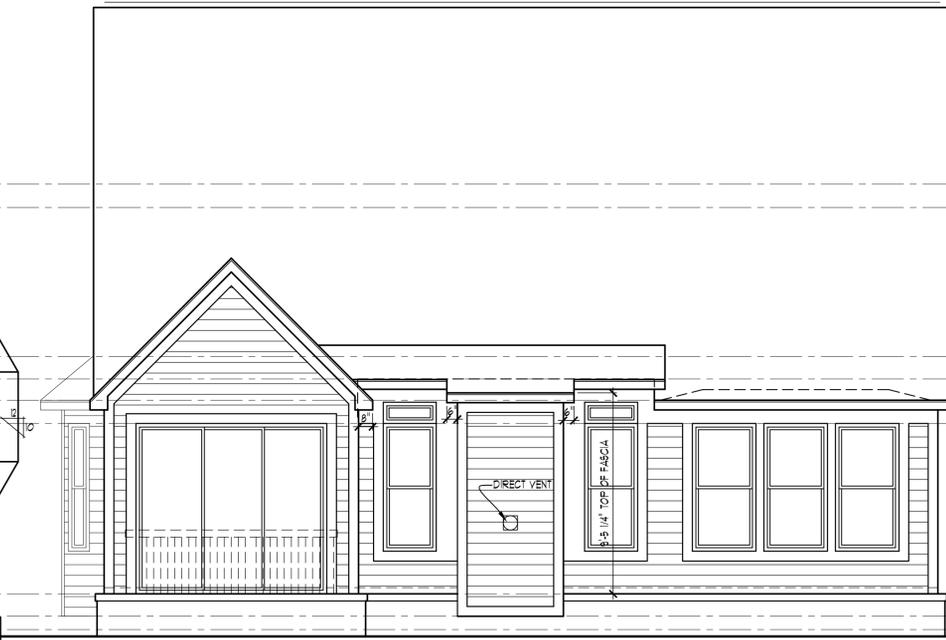
W/ OPT. WINDOWS
SCALE: 1/4" = 1'-0"

ATTIC VENTILATION CALCULATIONS:

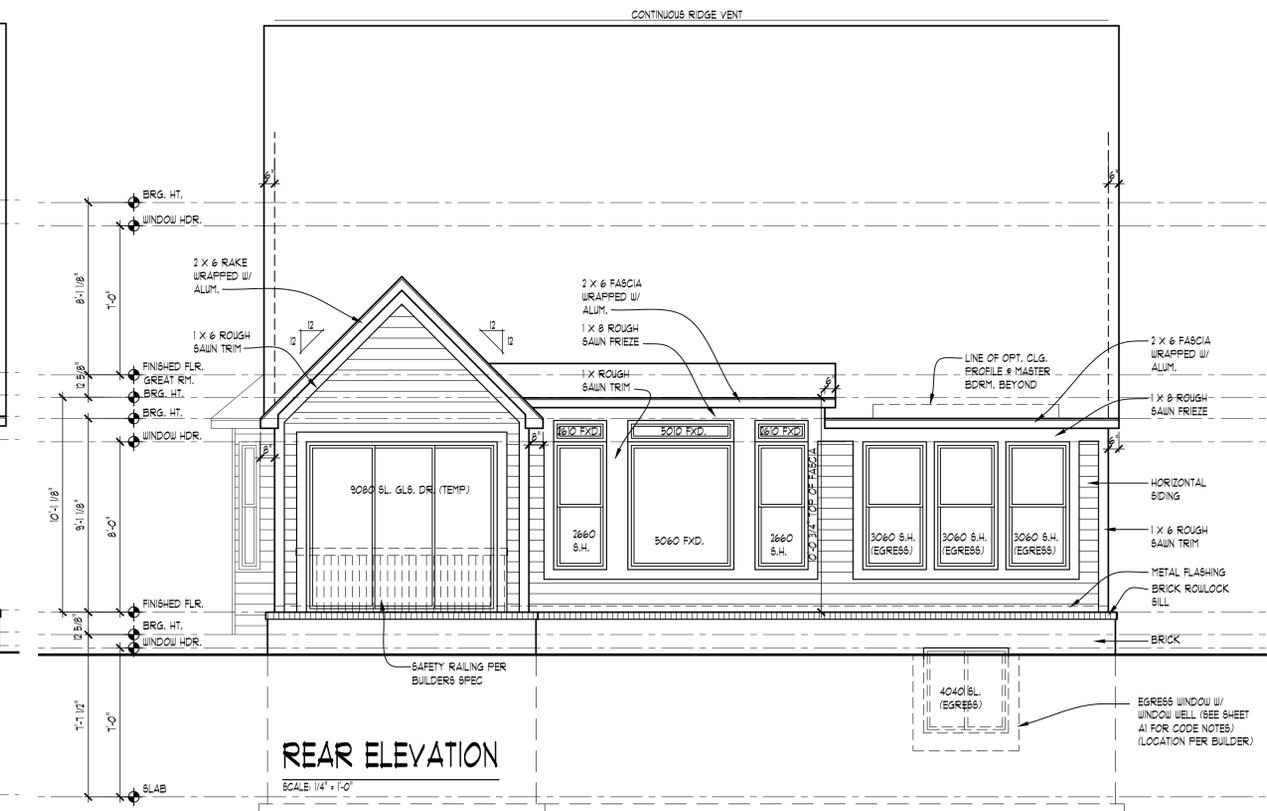
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12.2 X 144" = 1761" (SQ. INCH CONVERSION)
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1761" X 0.45 = 792" (SQ. INCHES REQ'D)
792" / 18" = 44' (LINEAR FT. OF RIDGE VENT REQ'D)
EAVE OR CORNICE VENTING:
1761" X 0.55 = 969" (SQ. INCHES REQ'D)



ROOF PLAN
SCALE: 1/8" = 1'-0"



REAR ELEVATION W/ OPTIONAL FIREPLACE
SCALE: 1/4" = 1'-0"



REAR ELEVATION
SCALE: 1/4" = 1'-0"



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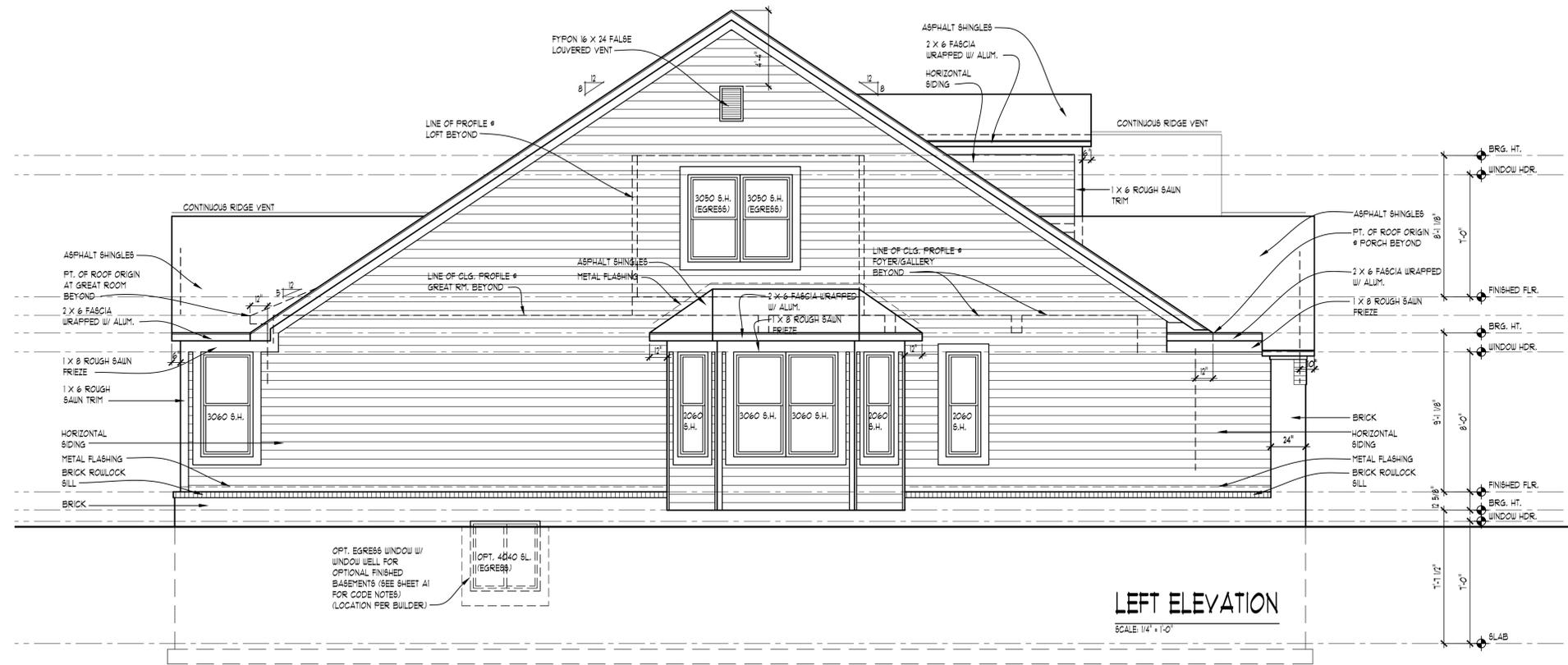
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CLIENT / PROJECT
ROBERTSON
BROTHERS
BREWSTER VILLAGE
NORTHVILLE, MI.
WILMINGTON
ELEVATION B
GARAGE LEFT

JOB No. 1972-21
DRAWN: NA
CHECKED: -
REVIEW 12-13-21
FINAL: -
REVISION -

SCALE:
PER PLAN

SHEET #
A-4

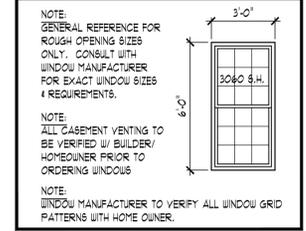


ELEVATION NOTES

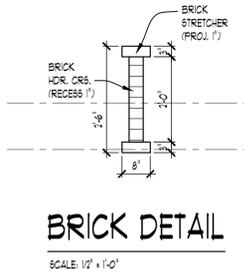
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- PROVIDE ICE & WATER SHIELD MIN. 6'-0" COVERAGE AT ALL VALLEYS
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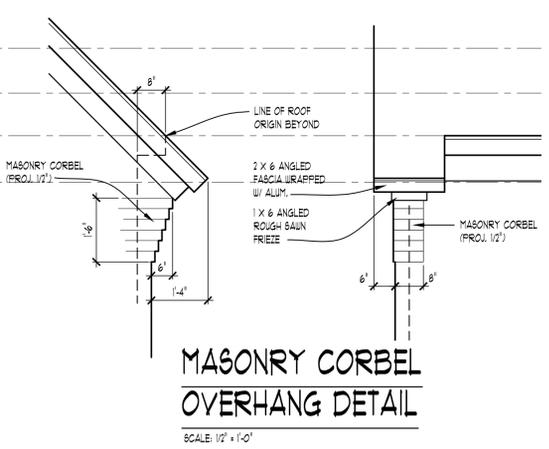
TYPICAL WINDOW DESIGNATION



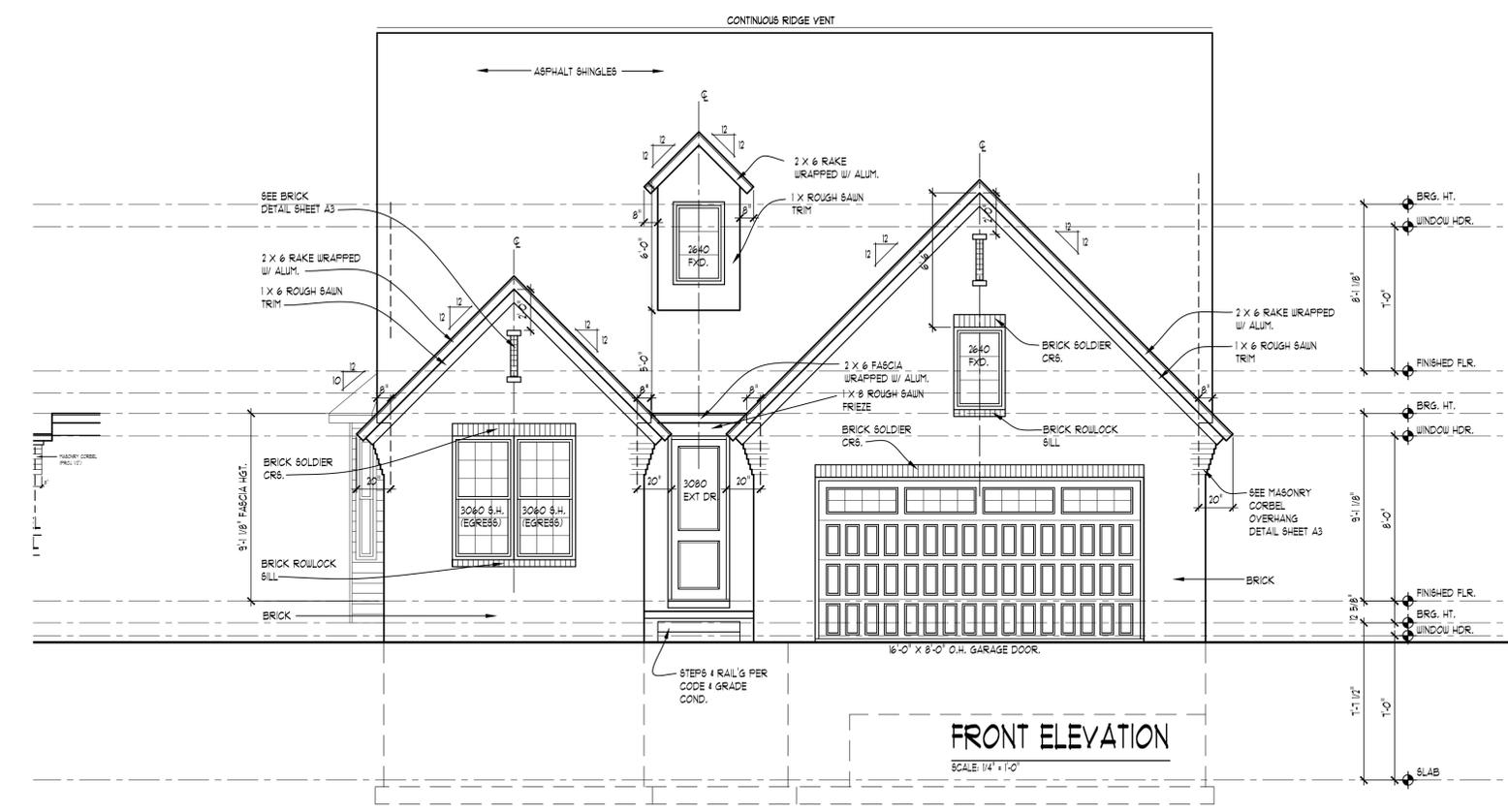
NOTE:
ALL WINDOW SILLS OVER 6'-0" ABOVE EXTERIOR GRADE OR SURFACE BELOW TO BE MINIMUM 24" ABOVE FINISHED FLOOR OR HAVE BASH LIMITERS PER CODE REQUIREMENTS



BRICK DETAIL
SCALE: 1/2" = 1'-0"



MASONRY CORBEL OVERHANG DETAIL
SCALE: 1/2" = 1'-0"



FRONT ELEVATION
SCALE: 1/4" = 1'-0"



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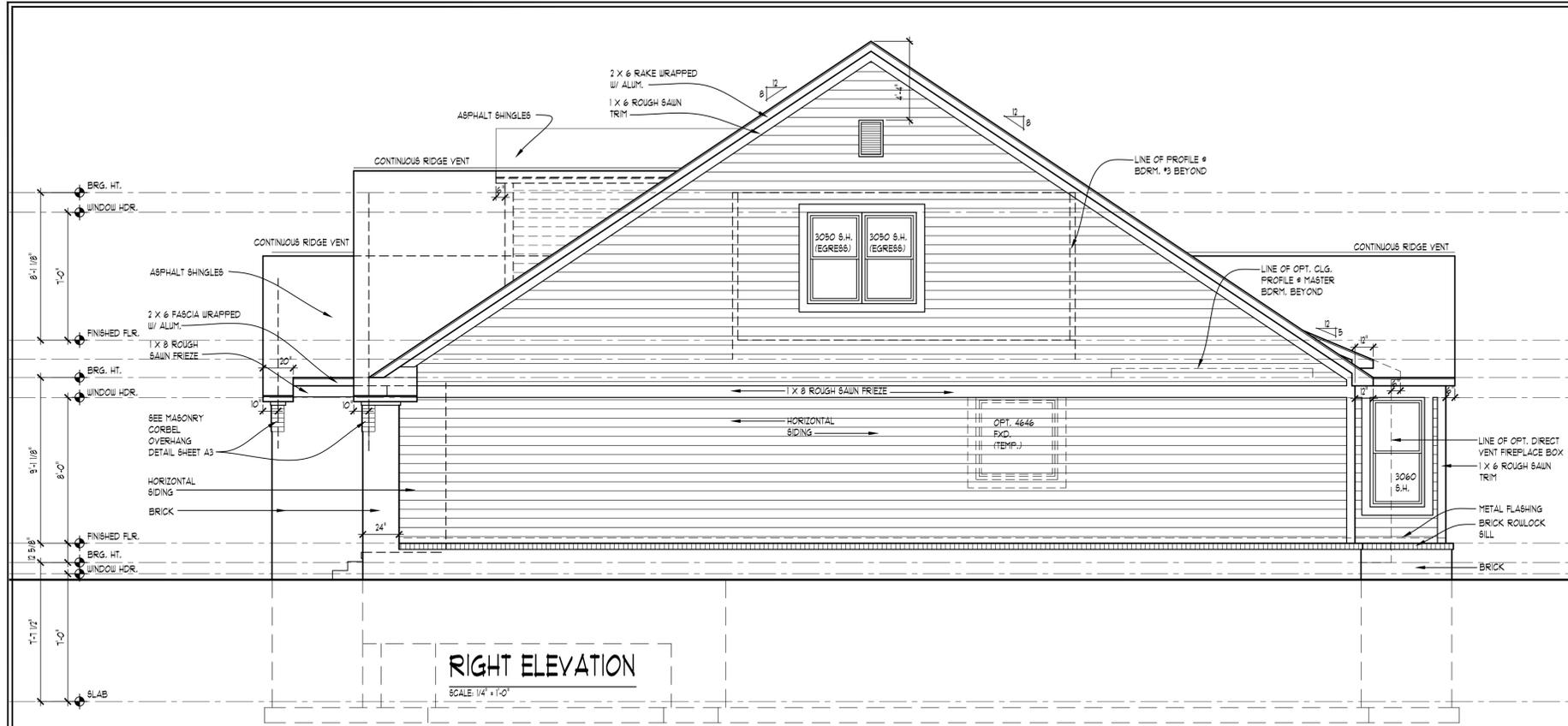
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REPORTED TO THE DESIGNER IN WRITING IMMEDIATELY.
CALL MTDI DO AT 800-482-7271 3 DAYS PRIOR TO ANY EXCAVATION
CONSTRUCTION. WE HOLD RESPONSIBILITY OF THE PERMITS/HOUSE.

CLIENT / PROJECT
ROBERTSON
BROTHERS
BREWSTER VILLAGE
NORTHVILLE, MI.
WILMINGTON E
ELEVATION E
GARAGE RIGHT

JOB No. 1972-21
DRAWN: DM/PS
CHECKED: DM
REVIEW -
FINAL: 2-17-22
REVISION -

SCALE:
PER PLAN

SHEET #
A-3



RIGHT ELEVATION
SCALE: 1/4" = 1'-0"

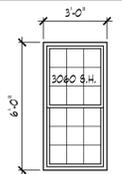
ATTIC VENTILATION CALCULATIONS:
 AREA OF ATTIC OVER HEATED SPACE = 1834 SQ. FT.
 1834/180 = 10.2 (SQ. FT. REQ'D)
 12' X 14' = 168" (SQ. INCH CONVERSION)
 RIDGE VENTING:
 168" X 0.45 = 75.2" (EQ. INCHES REQ'D)
 75" / 18" = 4.2" (LINEAR FT. OF RIDGE VENT REQ'D)
 EAVE OR CORNICE VENTING:
 168" X 0.35 = 58.8" (EQ. INCHES REQ'D)

ELEVATION NOTES

- ALL ROOF SADDLES TO BE PLYWOOD SHEATHED WITH ICE & WATER SHIELD AND SHINGLES.
- PROVIDE ICE & WATER SHIELD MIN. 6'-0" COVERAGE AT ALL VALLEYS
- FIREPLACE FLUE TO BE DETERMINED PER MANUFACTURER'S SPECIFICATION
- METAL FLASHING AS REQUIRED BY CODE.
- ROOF & SOFFIT VENTS AS REQUIRED BY CODE.
- PROVIDE GUTTERS & DOWNSPOUTS FOR DRAINAGE OF ROOF WATER. DOWNSPOUTS ARE TO BE LOCATED SO THAT THE DISCHARGE WILL NOT SPILL ON OR FLOW ACROSS ANY PORCHES, WALKS OR DRIVES.
- CARPENTER TO VERIFY THICKNESS OF MASONRY PRIOR TO BUILDING BRICK RACK

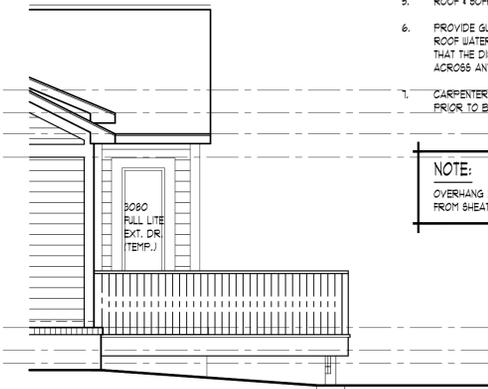
TYPICAL WINDOW DESIGNATION

NOTE:
 GENERAL REFERENCE FOR ROUGH OPENING SIZES ONLY. CONSULT WITH WINDOW MANUFACTURER FOR EXACT WINDOW SIZES & REQUIREMENTS.
 NOTE:
 ALL CASEMENT VENTING TO BE VERIFIED W/ BUILDER/ HOMEOWNER PRIOR TO ORDERING WINDOWS
 NOTE:
 WINDOW MANUFACTURER TO VERIFY ALL WINDOW GRID PATTERNS WITH HOME OWNER.



NOTE:
 OVERHANG DIMENSIONS (O.H.) ARE FROM SHEATHING U.L.C.

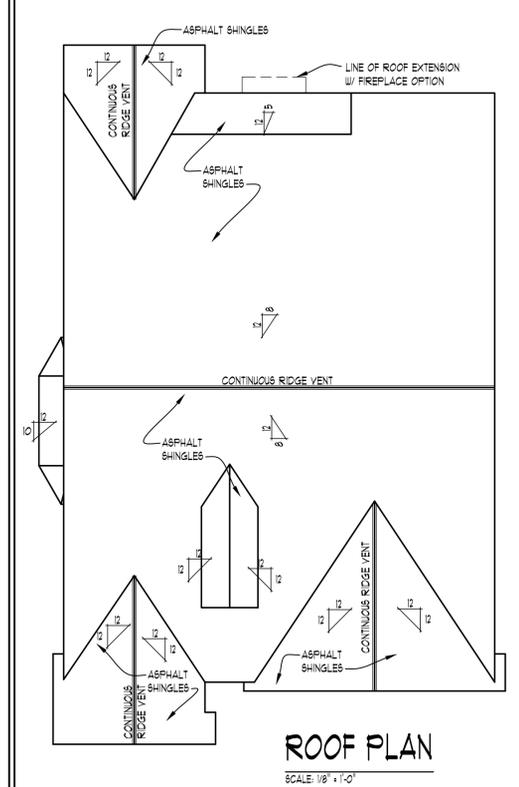
NOTE:
 ALL WINDOW SILLS OVER 6'-0" ABOVE EXTERIOR GRADE OR SURFACE BELOW TO BE MINIMUM 2" ABOVE FINISHED FLOOR OR HAVE BASH LIMITERS PER CODE REQUIREMENTS



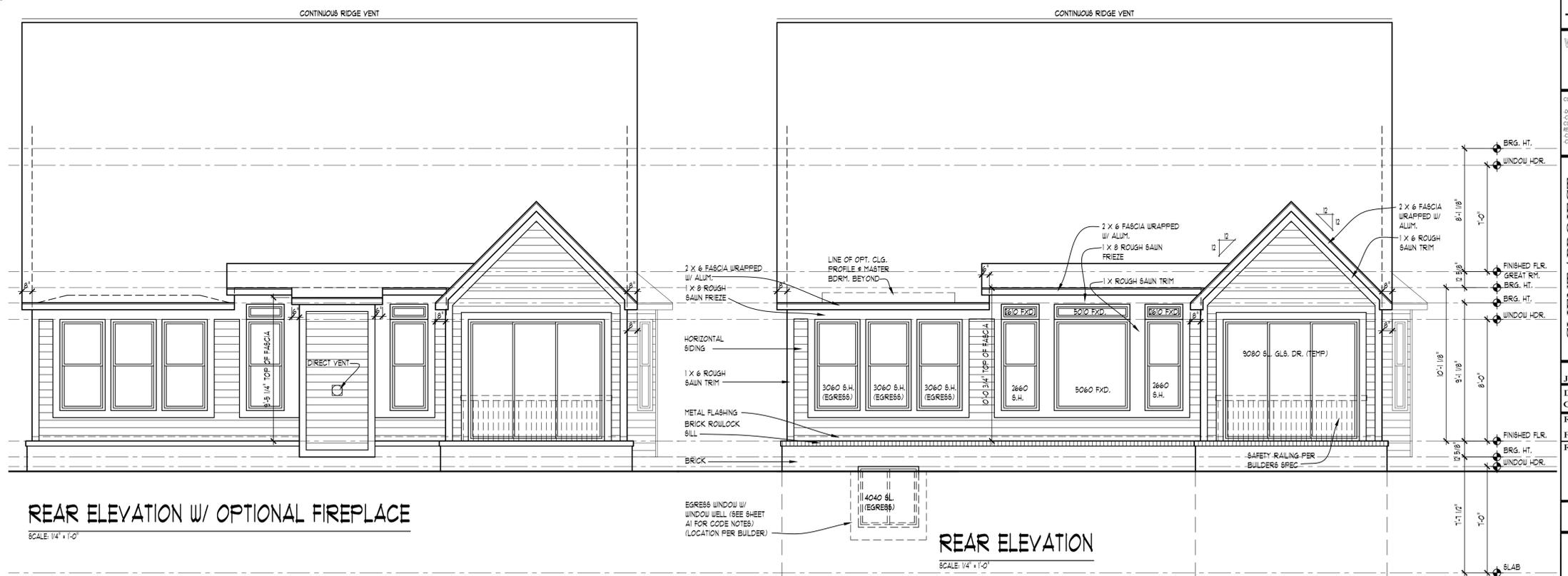
PARTIAL RIGHT ELEVATION W/ OPTIONAL DOOR W/ DECK
SCALE: 1/4" = 1'-0"



W/ OPT. WINDOWS
SCALE: 1/4" = 1'-0"



ROOF PLAN
SCALE: 1/8" = 1'-0"



REAR ELEVATION W/ OPTIONAL FIREPLACE
SCALE: 1/4" = 1'-0"

REAR ELEVATION
SCALE: 1/4" = 1'-0"



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 CALL (248) 446-1961 3 DAYS PRIOR TO ANY EXCAVATION
 CONSTRUCTION. THE SOLE RESPONSIBILITY OF THE FIRM/HOUSEHOLD.

CLIENT / PROJECT
 ROBERTSON
 BROTHERS
 BREWSTER VILLAGE
 NORTHVILLE, MI.
 WILMINGTON E
 ELEVATION E
 GARAGE RIGHT

JOB No. 1972-21
DRAWN: DM/PS
CHECKED: DM
REVIEW
FINAL: 2-17-22
REVISION

SCALE:
 PER PLAN

SHEET #
 A-4

NOTE:
 PROVIDE MIN. (2) 2 X 4 HEADER AT ALL INTERIOR & EXTERIOR DOOR & WINDOW OPENINGS (UNLESS NOTED OTHERWISE).

NOTE:
 PROVIDE MIN. (1) JACK STUD & (1) KING STUD AT EACH END OF ALL HEADERS (UNLESS NOTED OTHERWISE).

NOTE:
 PROVIDE MIN. (1) JOIST OR LADDER FRAMING UNDER ALL UPPER FLOOR PARALLEL PARTITIONS

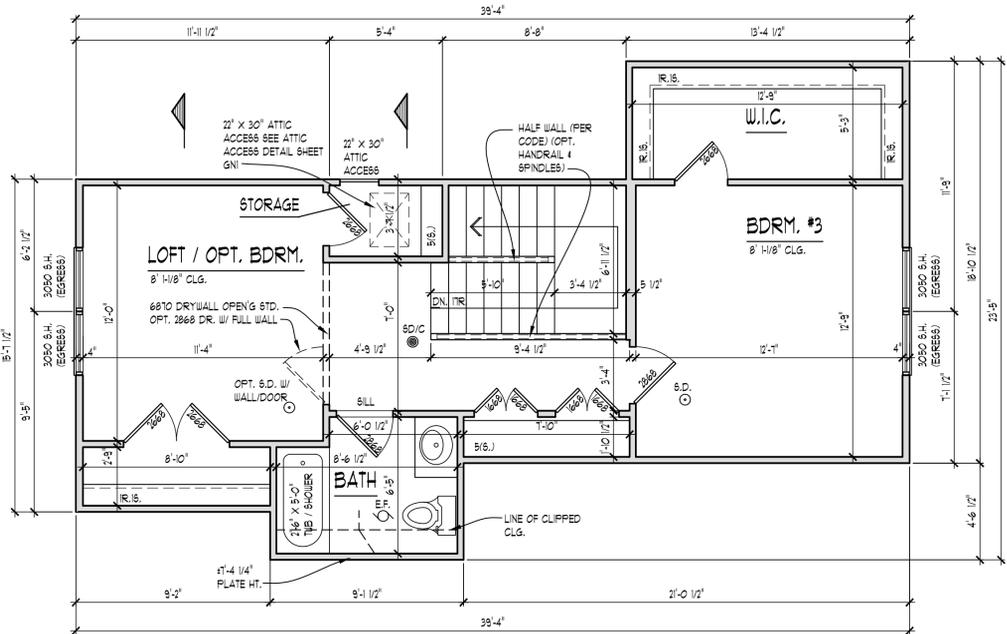
NOTE:
 S.D. ○
 S.D./C ●
 ALL SMOKE & CARBON MONOXIDE DETECTORS INTERCONNECTED W/ BATTERY BACK-UP PER CODE.

NOTE:
 DOOR & WINDOW LOCATIONS:
 ALL DOORS & WINDOWS ARE ASSUMED TO BE EITHER IN THE CENTER OF THE WALL MASS OR MIN. 4 INCHES FROM PERPENDICULAR WALL FOR CASING UNLESS NOTED OTHERWISE

NOTE:
 VERIFY DROPPED FLOOR AREAS FOR TILE WITH BUILDER

FIREPLACE NOTE
 ALL FIREPLACE DIMENSIONS & ROUGH OPENINGS TO BE VERIFIED W/ MANUFACTURER SPECS INCLUDING BUT NOT LIMITED TO WIDTH, DEPTH, HEIGHT, CHIMNEY CLEARANCES, ETC. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE ALL SPECS TO CARPENTER PRIOR TO FRAMING

FIRE SEPARATION NOTE
 FIRE SEPARATION (R302.6)
 GARAGE SPACE BENEATH HABITABLE ROOMS SHALL BE SEPARATED FROM ALL HABITABLE ROOMS ABOVE BY NOT LESS THAN 5/8-INCH TYPE X GYPSUM BOARD OR EQUIVALENT. WHERE THE SEPARATION IS A FLOOR-CEILING ASSEMBLY, THE STRUCTURE SUPPORTING THE SEPARATION SHALL ALSO BE PROTECTED BY NOT LESS THAN 1/2-INCH GYPSUM BOARD OR EQUIVALENT. ALL OTHER GARAGE SPACE SHALL BE SEPARATED FROM THE RESIDENCE AND ITS ATTIC AREA BY NOT LESS THAN 1/2-INCH GYPSUM BOARD APPLIED TO THE GARAGE SIDE. DROP CLG. UNDER FLR. ABV. (ENCLOSE MECHANICAL AND STRUCTURAL ELEMENTS) VERIFY W/ BLDG.



SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"

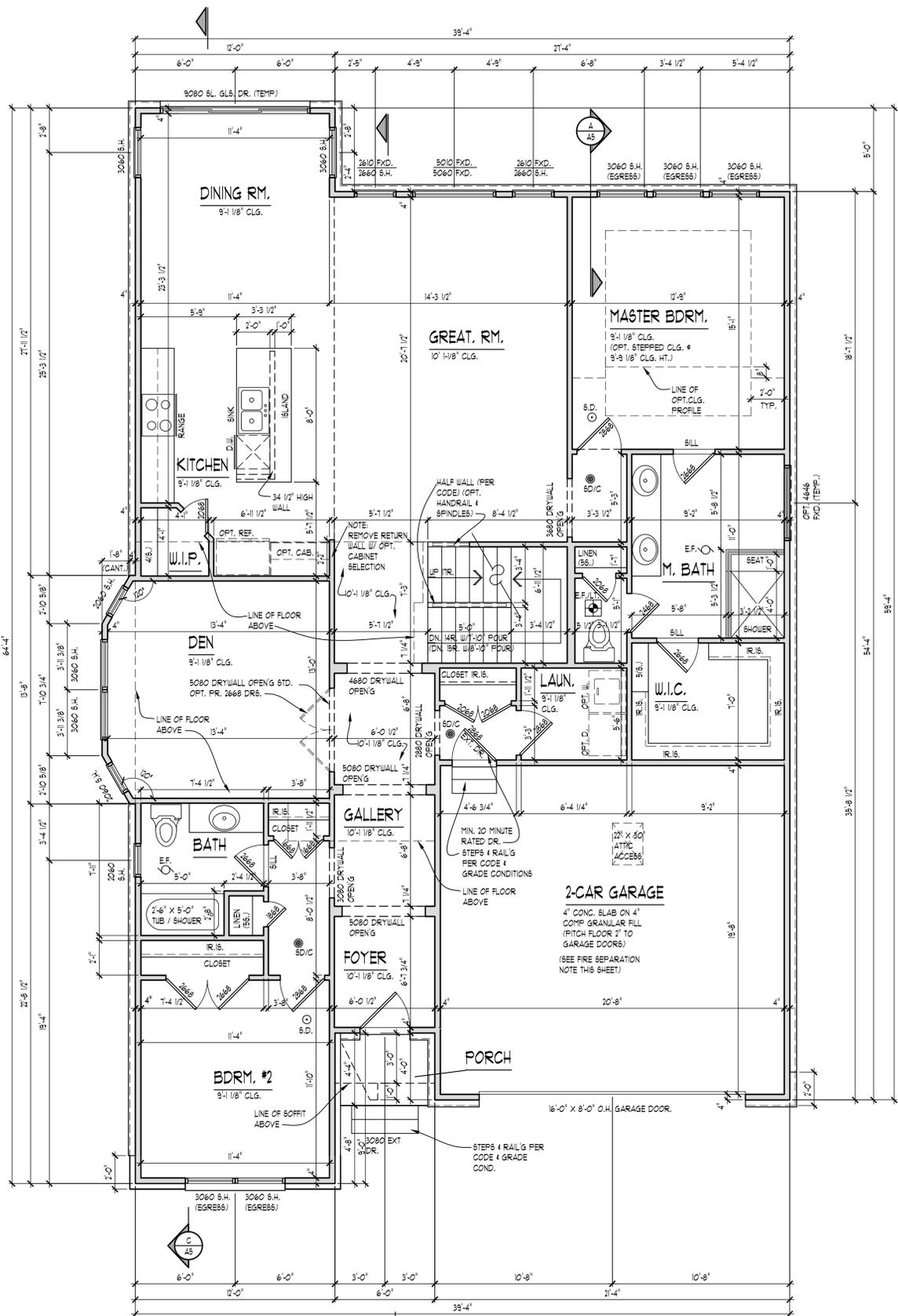


PLAN NOTES

INTERIOR WALLS:
 1/2" GYPSUM WALL BOARD ON EACH SIDE OF 2X4 WOOD STUDS @ 16" O.C. @ 3 1/2" THICK TYPICAL (UNLESS NOTED OTHERWISE). ALL DIMENSION TAKEN FROM STUD EDGES

EXTERIOR WALLS:
 SIDING AND/OR MASONRY WITH AIRSPACE, MOISTURE BARRIER PAPER (HOUSE WRAP) ON 1/16" O.S.B. SHEATHING ON 2X4 WOOD STUDS @ 16" O.C. OR AS NOTED. INSULATION TO BE INSTALLED TO MEET THE SIMULATED PERFORMANCE ALTERNATIVE METHOD IN ACCORDANCE WITH 2015 MRC SECTION N103 BASED ON CLIMATE ZONE 5A. 1/2" GYPSUM WALL BOARD (GLUE & SCREW). WALL TO BE 4" THICK WITH SIDING AND 8" THICK WITH MASONRY (TYPICAL UNLESS NOTED OTHERWISE). ALL DIMENSION TAKEN FROM FRAMING (FLOOR PLANS) OR FOUNDATION CORNERS (FOUNDATION PLAN)

1. OPENINGS BETWEEN THE GARAGE AND RESIDENCE SHALL BE EQUIPPED WITH 20-MINUTE FIRE RATED DOORS (OR EQUIVALENT) PER 2015 MRC SECTION R302.5.11.
2. VENT ALL EXHAUST FANS TO EXTERIOR.
3. WHEN POSSIBLE DIRECT ALL FLUES AND VENTS THAT PENETRATE ROOF BEHIND MAIN RIDGE.
4. INSTALL WATER SUPPLY AND DRAIN BOX (GREY BOX) AT WASHING MACHINE LOCATION.
5. USE MOISTURE RESISTANT DRYWALL AT ALL AREAS SUSCEPTIBLE TO MOISTURE.
6. ALL FIRST FLOOR INTERIOR DOORS TO BE FRAMED 6'-8" TALL, UNLESS NOTED OTHERWISE. VERIFY W/ BUILDER
7. PROVIDE GUARDRAIL AT STAIRS DURING CONSTRUCTION.
8. PROVIDE SQUASH BLOCKS UNDER ALL BEARING CONDITIONS.
9. GARAGE WALLS TO BE 2X6 STUDS F OVER 10'-0" TALL.



FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"



AREA SUMMARY:

OVERALL FLOOR AREA:	1834 S.F.
FIRST FLOOR	1834 S.F.
SECOND FLOOR	598 S.F.
TOTAL	2432 S.F.



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CLIENT / PROJECT
 ROBERTSON
 BROTHERS
 BREWSTER VILLAGE
 NORTHVILLE, MI.
 WILMINGTON A
 ELEVATION A
 GARAGE RIGHT

JOB No.	1972-21
DRAWN:	PAP/PS
CHECKED:	DM
REVIEW	8-6-21
FINAL:	8-10-21
REVISION	-

SCALE:
 PER PLAN

SHEET #
A-2

RALEIGH



ALBANY

RALEIGH



BARRINGTON

RALEIGH



CLAYTON

RALEIGH



DORCHESTER

RALEIGH



EMERSON

WILMINGTON



ALBANY

WILMINGTON



BARRINGTON

WILMINGTON



DORCHESTER

WILMINGTON



EMERSON

November 13, 2024

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

PUD Amendment/Site Plan/Landscape Plan/Tree Removal

Case: PUD 2, 2021
Site: 24700 12 Mile Rd (Parcel ID 22-23-12-476-008)
Applicant: Robertson Brothers
Application Date: 10/15/2024
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 Amendment:

1. The applicant proposes to amend the PUD to remove the 100-bed skilled nursing facility that was part of the original approval and instead now proposes a fully residential project with 75 detached ranch homes. The chapel that was to be preserved in the approved PUD plan will still be preserved in this new plan, and will be part of a common park area in the center of the development.
2. Per Section 34-3.20.5.G, “Proposed amendments or changes to an approved PUD plan shall be submitted to the planning commission. The planning commission shall determine whether the proposed modification is of such minor nature as not to violate the area and density requirements or to affect the overall character of the plan, and in such event may approve or deny the proposed amendment. If the planning commission determines the proposed amendment is material in nature, the amendment shall be reviewed by the planning commission and city council in accordance with the provisions and procedures of this section as they relate to final approval of the Planned Unit Development.”
3. As the planning commission considers whether the amendment constitutes a minor or major amendment to the PUD, it should consider that the proposed signage is not ordinance-compliant and requires the approval of deviations from ordinance standards.
4. **This is a major amendment to the PUD, and the PC will set a public hearing on the amendment and make a recommendation to Council.**
5. The applicant has submitted a site plan for the new project.

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. **There is an approved PUD for this site; this new**

plan is an amendment to the approved plan that changes the use mix and number of units in the project.

Site Plan & Use:

1. **Summary of Proposed Use.** The approved PUD plan called for two primary use areas on the site: a 100-bed skilled nursing facility on the southern portion of the site, and 51 detached ranch homes on the northern portion. The residential portion has been substantially altered, however. The new plan removes the skilled nursing facility and presents an entirely residential plan, with 75 detached ranch homes targeted at seniors. Additionally, four individual single-family lots are proposed to be split off along 12 Mile Road for separate development. 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):** 17.15 acres net
 - b. **Separate single-family lots:** 2.85 acres net
 - c. **Natural Preservation:** 11.5 acres. About 36.5% of the site is assigned to open space uses and preservation of the existing landscape.

The net density of the full site by unit is 2.7 dwelling units per acre (see below for comments on bedroom counts/ordinance density).

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 2009 Master Plan also identified this parcel as Special Residential Planning Area No. 3 and set 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 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.

The City's newly adopted master plan did not include this site as a special study area due to the previous approval of the PUD.

5. **Density.** The applicant is proposing 79 total units, four of which would be split off from the overall development on their own lots.
 - a. **Split lots.** The four split lots along 12 Mile Road are each 31,080 square feet with a lot width of 111 feet. While the minimum lot size of 26,000 square feet in the RA-1B district is met by these units, the 140-foot minimum lot width of the underlying district is not met. **This requires relief from ordinance standards under the PUD, which has been requested.**
 - b. **Residential.** The applicant proposes 75 detached single-family ranch units in the 17.15-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 4.4 units/acre within the portion of the site devoted to the ranch units. **This exceeds the underlying permitted density and requires relief from ordinance standards. Note that the first approved version of this plan included 94 units in a 14-acre area (6.7 units/acre), and the most recently approved version had 51 units over 14 acres (3.6 units/acre).**

6. **Dimensional Standards of the RA-1B District (as applied to the 75-unit project; see above for dimensional standard notes for the four splits).**

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	14.5%
Front setback 34-3.1.2.D	50 ft	50 ft from 12 Mile & Inkster
Rear setback 34-3.1.2.D	35 ft	48 ft
Side setback 34-3.5.2.C	Front yard setback of district (yard abuts side yard) – 50 ft	50 ft from 12 Mile Road 30 ft from Cheswick Right-of-Way (relief needed)
Building height 34-3.1.2.D	Max. 30 ft	Detached Single-Family: 30 ft

7. **Mechanical Screening.** Mechanical equipment on the ground shall be screened per Section 34-5.1.4.D.
8. **Dumpster Enclosure.** Waste management for the residential units is proposed to be handled individually by unit, with curb-side pickup.
9. **Parking.** Each single-family unit has a two-car garage, as well as a two-car driveway.

Use	Standard	Proposed
Single-Family Homes	2 spaces per unit = 150 spaces	150 + spaces (two-car garages with driveways)

10. **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.	--

Item	Required			Proposed/Comments
• 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)	159,943 sq ft of hardscape (internal road)/2,800 = 57			N/A
Parking lot screening from public thoroughfare (34-5.14.5)	No parking lot present			N/A
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 was provided on last approved plan)	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			None provided and relief sought; see applicant's notes on pages two and three of the narrative
Tree replacement (34-5.18)	Per Section 34-5.18			See below

204 total deciduous, 150 total evergreens

11. **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: 85	85	See total below
Landmark Trees: 60 with total dbh of 1,872 inches	1,872 x 0.25 = 468 inches 468/3 = 156 3-inch caliper trees	See total below
Total:	241	241

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

12. **Traffic Study.** We defer to the city's traffic engineer for a review of the trip generation analysis provided by the applicant.

13. **Lighting.**

- c. **Operation hours (34-5.16.3.B.v.).** Standards related to operating hours are met.

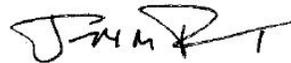
- b. **Illumination Levels.** Lighting is limited to building-mounted residential fixtures providing very low light levels near the driveway and primary entrance to each unit.
14. **Vehicle Circulation & Access.** Circulation is provided by an internal access road with a boulevarded connection to Inkster, plus a secondary access, also to Inkster. There is also a gated emergency access drive to 12 Mile Road. The previously approved connection to Cheswick has been removed from the plan.
15. **Pedestrian Circulation.** Sidewalks are provided on one side of the street through most of the development, **though they are not provided at the north end, where the road stubs and has a small loop.** The width of these sidewalks, which are curb-tight, is not provided on the plans.
16. **Relief Sought from Ordinance Standards:**
- d. Permit detached single-family at requested density of 75 units.
 - e. Permit reduced exterior side setback along Cheswick (30 feet).
 - f. Permit no installation of western buffer plantings.
 - g. 111-foot lot width for splits where 140 feet is required.

We are available to answer questions.

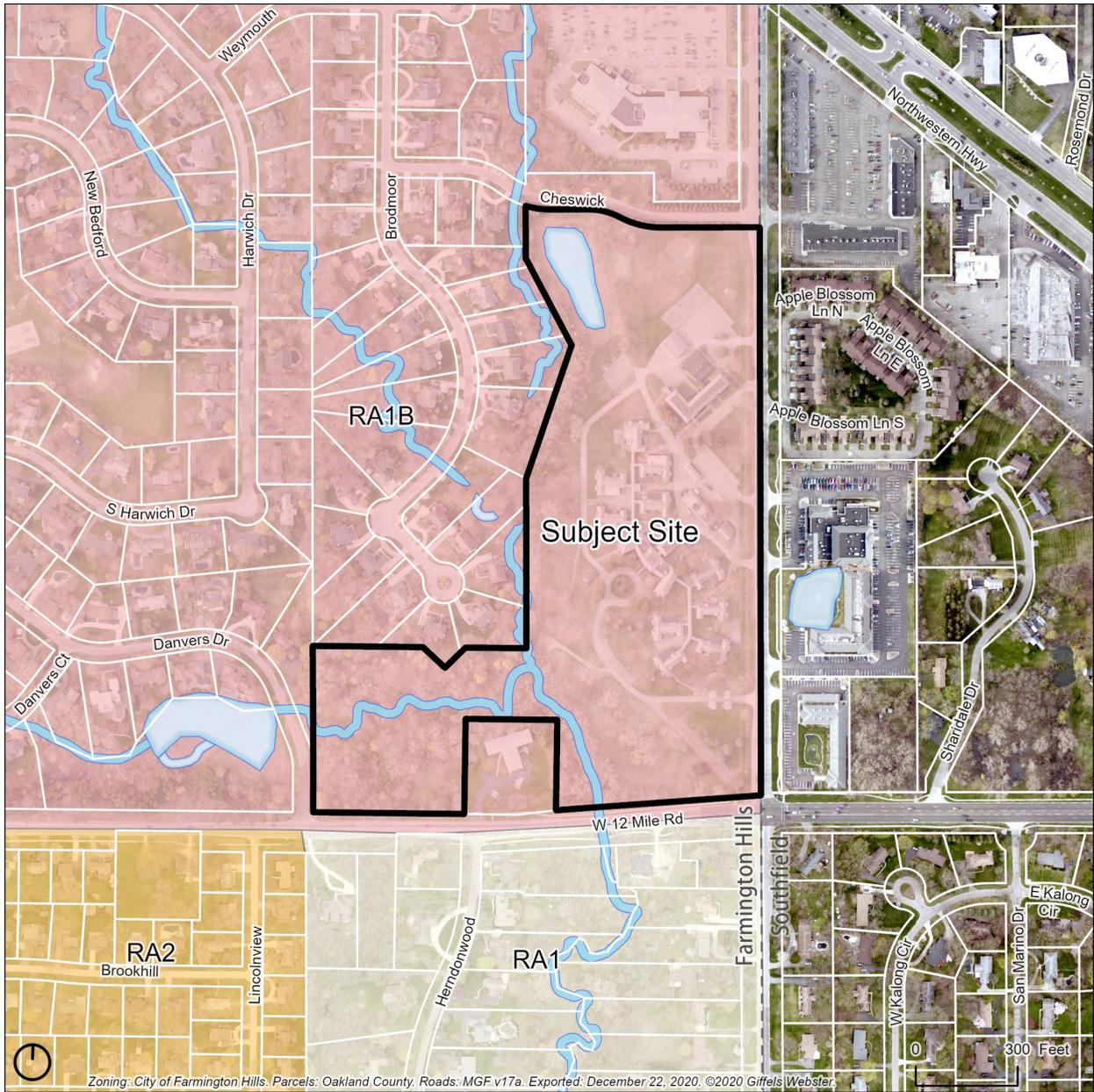
Respectfully,
Giffels Webster



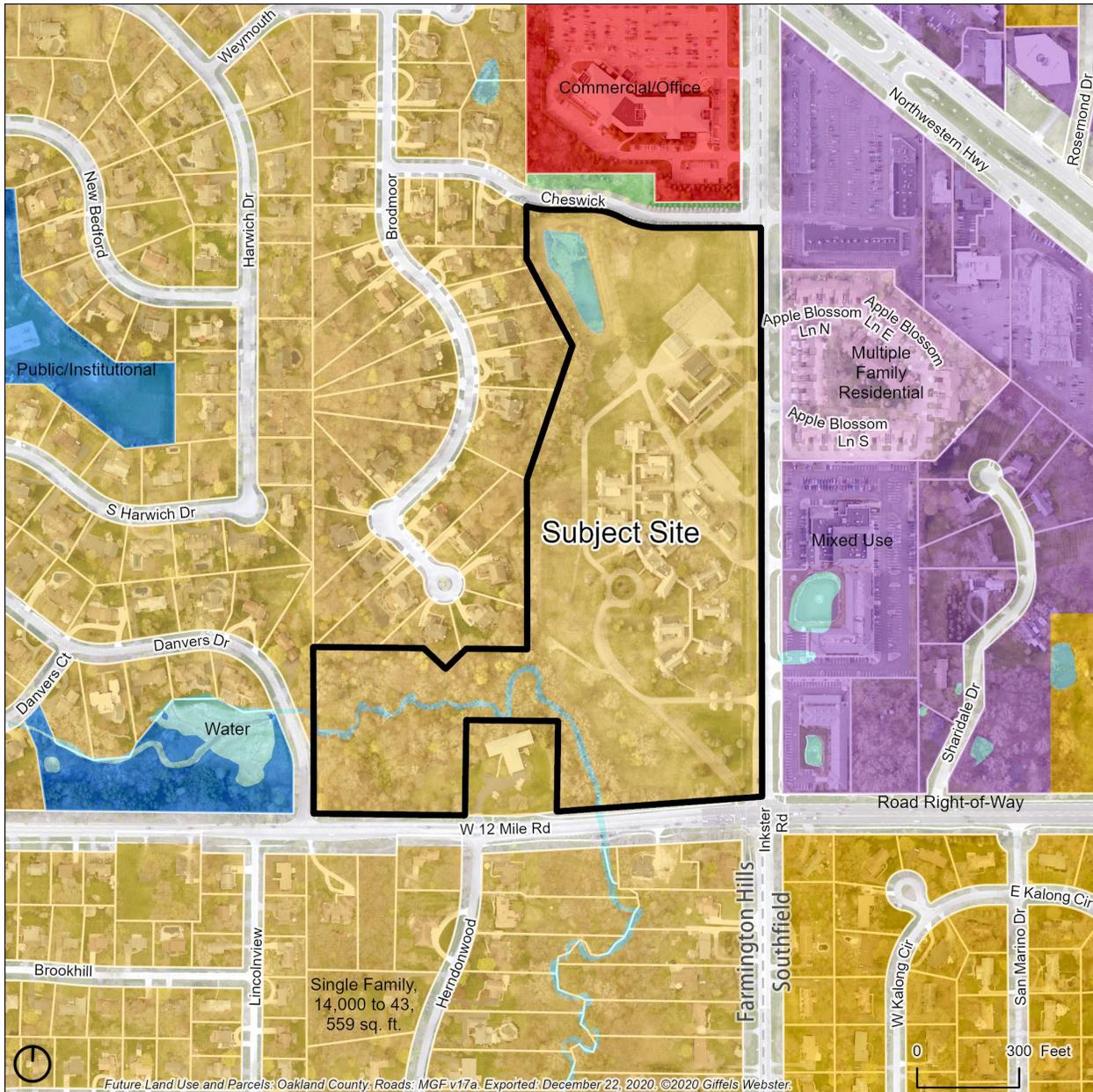
Jill Bahm, AICP
Partner



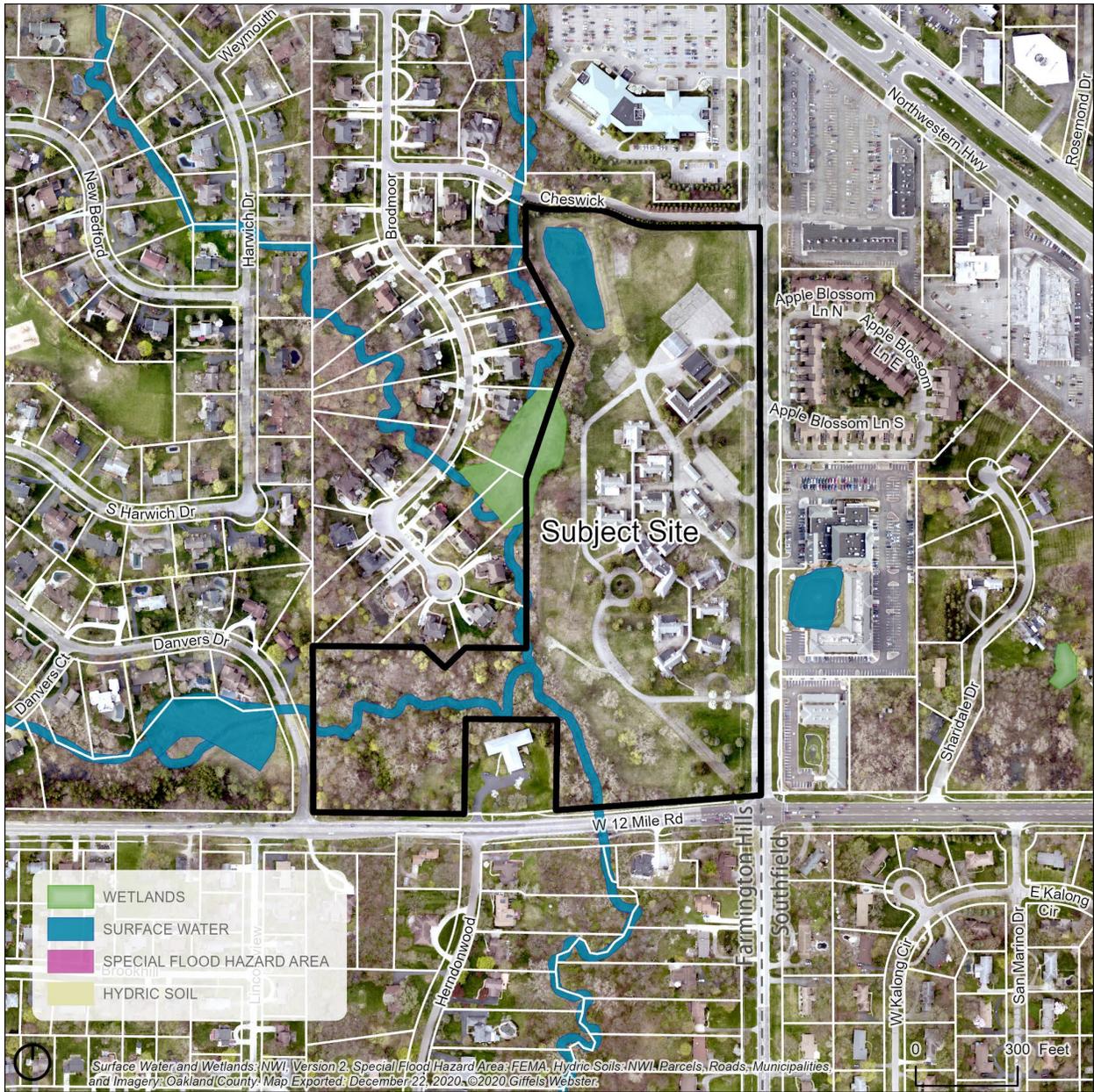
Joe Tangari, AICP
Principal Planner



Current zoning



Master Plan designations for this area.



Wetlands & surface water



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

INTEROFFICE CORRESPONDENCE

DATE: February 26, 2025
TO: Charmaine Kettler- Schmult Planning Department
FROM: James Cubera, City Engineer 
SUBJECT: **REVISED** Sarah Fisher Home Approach
Proposed Amended PUD2, 2021
27400 12 Mile Road
PJ#: 12-21-70
SP#: 59-05-2022
22-23-12-276-008

Our office is in receipt of your office's e-mail of February 26, 2025. Our comments remain as per our memo dated November 12, 2024 with the following exception regarding the request for a traffic study.

- 1) On February 21, 2025 the developer provided us a traffic study and a revised plan that proposed one boulevard approach to Inkster Road. We agree that the study states that the one boulevard approach is adequate for the proposed development.



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

INTEROFFICE CORRESPONDENCE

DATE: November 12, 2024
TO: Planning Commission
FROM: James Cubera, Engineering 
SUBJECT: Sarah Fisher Home
Proposed Amended PUD2, 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 proposed amended PUD plan submitted to the Planning Department on October 17, 2024. The plan is significantly different than the previously submitted one. 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. The proponent has indicated that they plan on abandoning portions of this public sewer, relocating other sections, and extending public sewer to service 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 plan identifies a relocation of a public sanitary pump station by others. It is our understanding that the proponent is working out the details of this as well as capacity concerns and financial obligations with the Oakland County WRC and City management. This needs to be finalized prior to moving forward.

Regarding the specifics of the site sanitary sewer layout our comments are similar to those of the last submittal.

They include

- A) Provide basement gravity sanitary sewer service to the proposed development.
- B) Extend public sanitary sewer with gravity basement service for any approved units on 12 Mile Road frontage (units 1-4 west of the Pebblecreek crossing).

- C) Provide a public sanitary sewer stub on the north side of 12 Mile east of the Pebblecreek crossing of 12 Mile Road with adequate depth to allow for this stub to be extended in the future to provide basement gravity service to the upstream service area of Farmington Hills properties on Inkster Road south of 12 Mile Road.
- D) Provide a public sanitary sewer stub on the north side of 12 Mile Road in the 12 Mile Road ROW west of the Pebblecreek crossing of 12 Mile Road with a manhole at the Herndonwood intersection with adequate depth to allow for it to be extended in the future to provide basement gravity service to the upstream service area of properties on Herndonwood.

2. An 8" water main exists onsite. The proponent is showing a design that apparently abandons it and provides a new public water main. This is acceptable. Conceptually the new layout meets City standards. Other than a necessary extension to better service unit 68 if this layout moves forward it may be appropriate to move the northern loop to Inkster Road such that it extends between units 67 and 68. Additionally, it is necessary that the proponent more specifically identify in detail the watermain being abandoned, the easements being abandoned and the methods used to abandon it, cap it or reconnect portions of the existing watermain system.

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 two curb cuts to Inkster Road with one proposed as a boulevard. We question whether a boulevard approach is necessary. The plans also identify an emergency connection to the proposed driveway servicing the pump station on 12 Mile Road. This is not something that we recommend. We will require that the proponent submit a traffic impact statement addressing this as well as the need for further lane improvements on Inkster Road. The proponent's Traffic Engineer must contact the City's Traffic Engineer to discuss what other issues need to be addressed.
4. Regarding the internal traffic layout, 50' turning radius must be provided at all roadway bends. We question whether this is being provided at the circle road servicing units 66 thru 75. Additionally, the proposed stub road extension servicing units 70 thru 72 at the north end of the site and the stub road for units 8 thru 12 at the south end of the site are not standard or acceptable designs. They create turn around and traffic safety issues particularly for fire and police as well as delivery vehicles. The plan should be revised to eliminate the stub roads.

Along with above unit 68 is provided little frontage on the private road and it should be repositioned such that it does not present itself as a hidden rear yard residence.

Regarding the private road system, it must be built to public standards and will be inspected accordingly.

5. 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' 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' right-of-way including across the frontage of what is identified as being units 1-4 along 12 Mile Road west of the Pebblecreek crossing and extending offsite to the driveway servicing 27600 Twelve Mile Road.

6. With reference to these units 1-4 a curb cut access to 12 Mile Road needs to be identified at this time. It is recommended that they share one common curb cut with a marginal access road across the frontage. This is consistent with what was done on the Preserves of Meadowbrook units 58-61 on Eight Mile Road east of I-275. It is also recommended that these 4 units enter into an agreement with the property to the east to allow for a future shared access. This agreement can then be triggered when any future development at 27600 12 Mile Road occurs.

In lieu of the above, we question whether these 4 units can be absorbed into the interior development such that additional curb cuts to 12 Mile are avoided.

7. Storm water detention is required in accordance with City of Farmington Hills Engineering Standards. The plans identify a pond with a mechanical treatment structure. Within the last year the City has adopted the WRC standards for detention, restriction and storm water quality. These plans must conform to those requirements. Detailed calculations and support must be provided confirming the design. These will be reviewed during Engineering construction review.
8. Attached with this review are comments from the City's inhouse Environmental Engineer Tyler Sonoga. These must be addressed. Please note that he can be reached at 248-871-2533.
9. The onsite storm system will be reviewed during engineering review in more detail. It should be noted that all units must tie their sump lines into a gravity storm sewer directed ultimately to the detention pond.
10. 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.
11. Our office notes that an existing detention pond is shown at the northwest corner of the property. A review of the storm water agreement indicates that the maintenance of this pond appears to be with the Association for Hickory Oaks. Access to this pond through the proposed roadway network of this PUD must be provided. This will necessitate the providing of an access easement.

12. Along with the above we question whether it is feasible to incorporate this Hickory Oaks offsite pond with this new development's pond at the south end near 12 Mile Road such that there is only one larger pond. We ask that this be explored.
13. The ultimate right-of-way on Inkster Road is 120'. This includes 60' from the center of the section line both east and west of it. It is suggested that the proponent dedicate the ultimate 60' right-of-way on Inkster Road for that portion west of the section line.

For 12 Mile Road, it is unclear whether the 60' right-of-way on 12 Mile Road exists. Again, this would be 60' 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.

14. It is suggested that the proponent and their engineer meet with the City Engineering staff in person or via Zoom or some other virtual format to discuss this site in further detail.
15. We recommend that all engineering items be specifically addressed in the City PUD agreement before it is considered by City Council.



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

City of Farmington Hills
Environmental Review

Project Name: Sarah Fisher Home

Address: 27400 12 Mile Road
PUD#: 2, 2021 – PJ#: 12-21-70
Plan Dated: 10-15-2024

Plan Received: 11-17-2024
Review #: 1
Review Date: 11-18-2024

As requested, I have conducted a plan review of the above reference engineering plans. I have the following comments:

1. Storm water quality and detention must be provided for the site in accordance with the newly adopted Oakland County Water Resources stormwater standards.
2. Infiltration practices need to be used to the maximum extent practicable and will count as part of the required water quality volume. Infiltration tests need to be performed and layout should be considered to direct stormwater to infiltration practices.
3. Calculations for the hydraulic grade-line and detention pond outlet must consider 100-year floodway elevation.
4. As a part of the Oakland County Water Resources stormwater standards, the plans must include a long-term operations and maintenance plan, the land use summary page in the standards, a stormwater design narrative, and GIS data. Please see page I-21 and I-22 on the stormwater standards.
5. An EGLE/USACE joint permit will be required for the floodplain outfall work.
6. A site with disturbance area larger than 5 acres, in addition to a city approved soil erosion permit, will be required to submit a Notice of Coverage to EGLE.

Should you have any questions, please do not hesitate to call.

Respectfully submitted,

A handwritten signature in blue ink that reads 'Tyler Sonoga'.

Tyler Sonoga
Civil/Environmental Engineer
Department of Public Services

cc: City of Farmington Hills, J. Cubera



INTEROFFICE CORRESPONDENCE

DATE: February 26, 2025
TO: Planning Commission
FROM: Jason Baloga, Fire Marshal
SUBJECT: Amended PUD 2-2021/Site Plan 59-5-2022 (Sarah Fisher Mixed Use Campus)

Considerable change has occurred from the previous version of the PUD Plan. Upon review of the new plan, it appears that the following is in violation of Ordinance Chapter 12 Section 12-11: Fire Department Site Plan Review and Design Standards:

- Site Access: sites must be designed to accommodate fire apparatus with a 50' turning radius. The 50 fifty feet shall be measured to the center line of the roadway. The proponent has verbally committed to meeting this requirement and will be verified by the Engineering Department.
- If there is a portion of the Site Plan Ordinance that the proponent cannot meet, please set up a meeting with the Fire Department and Engineering Department to discuss Section 12-11(4): Alternate Protection.
 - Proponent may find it beneficial to provide residential sprinklers in residential homes to increase safety and increase public benefit.

Once the above is satisfied, the Fire Department will have no objection contingent upon compliance with the following:

1. Generally dead ends longer than 100' shall not be allowed.
2. Specific gate detail shall be provided to the Fire Department and Engineering for review and approval for all gates proposed.
3. Chapter 12 Section 12-9 Street Obstructions:
 - a. Gate/Knox key yelp for emergency access is proposed on Twelve Mile and will require Fire and Engineering Department approvals. Please provide a detailed submittal to the Fire Department to ensure that International Fire Code, permit and acceptance testing is adhered to.
 - b. Gate design will affect minimum acceptable road width for emergency access off Twelve Mile.

4. The City of Farmington Hills and the Fire Department shall not be responsible for any damage which occurs to the gate.
5. Chapter 12 Section 12-11 (2) Hydrants: it appears that hydrants meet the minimum distance as required in the City Ordinance. Special attention shall be given to the following and discussed in detail during the Engineering review:
 - a. “Wherever practical, the hydrants shall be provided at intersections to provide ease of stretching fire hose in more than one direction.”
 - b. Watermain shall be looped according to Engineering specifications to ensure adequate water supply.
6. No parking fire lane signs shall be posted and strictly enforced.



Jason Baloga, Fire Marshal

JB/al

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

CALL MEETING TO ORDER

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

ROLL CALL

Commissioners present: Aspinall, Brickner, Trafelet, Varga, Countegan

Commissioners Absent: Grant, Mantey, Ware, Stimson

Others Present: City Planner Perdonik, Planning Consultants Tangari and Upfal (Giffels Webster), Engineering Division representative Natasha Sonck, City Attorney Schultz

APPROVAL OF THE AGENDA

MOTION by Countegan, support by Aspinall, to approve the agenda as published.

Motion passed unanimously by voice vote.

Regular Meeting.

C. **AMEND PUD PLAN 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 site-built one-family detached dwelling units
 within RA-1B, One Family Residential District
ACTION REQUESTED: Schedule for Public Hearing
APPLICANT: Robertson Brothers Homes
OWNER: Evangelical Homes of Michigan

Planning Consultant comments

Referencing the November 13, 2024 Giffels Webster memorandum, Planning Consultant Tangari highlighted the following:

- The applicant proposes to amend the PUD to remove the 100-bed skilled nursing facility that was part of the original approval and instead now proposes a fully residential project with 75 detached ranch homes. The chapel that was to be preserved in the approved PUD plan will still be preserved in this new plan and will be part of a common park area in the center of the development.

- This is a major amendment to the PUD, and the Planning Commission will set a public hearing on the amendment and make a recommendation to Council.
- The review memorandum provides site plan review which will be more thoroughly presented at the public hearing.

Requested deviations include:

- a. Permit detached single-family at requested density of 75 units.
- b. Permit reduced exterior side setback along Cheswick (30 feet).
- c. Permit no installation of western buffer plantings.
- d. 111-foot lot width for splits where 140 feet is required.

City Planner Perdonik added the following:

- Per the Fire Department, the turning radius of the spur drive does not meet the 50-foot requirement.
- The front yard of unit 68 faces the side of the unit next door.
- Why are there sidewalks on only one side of the street?
- In order to minimize curb cuts along 12 Mile Road, the Engineering Division has suggested the possibility of a shared access drive for the 4 lots located on 12 Mile.

Applicant Presentation

Tim Loughrin, Robert Brothers Homes, provided the following information:

- Regarding the request for no installation of western buffer plantings, the existing natural buffer on the west side is sufficient and the applicant is requesting to reallocate those plantings to Inkster Road. A letter of support from the adjacent HOA was provided. Robertson Brothers has also offered to replace 10 trees on public land along Cheswick.
- The home lots exceed ordinance area requirements, even though at 111 feet wide they do not meet lot width requirements.
- They will work with engineering and the Fire Department regarding the turning radius. They believe they meet the 50-foot requirement, but if necessary they can reduce the island by Cheswick and Inkster to make sure the 50 feet are provided.
- Additional landscaping will be added to Unit 68.

Other issues:

- Robertson Brothers will work with Engineering regarding the request for gravity sewer systems; the applicant prefers low-pressure systems for those 4 properties, especially noting the new lift station that is being installed on the property.
- Regarding lot access on 12 Mile Road, Robertson Brothers prefers individual curb cuts for the four lots but expressed willingness to impose turnarounds or shared access as required.
- Regarding the chapel renovation, the chapel will be converted into a residential-style community building. Planned modifications include removing the glass entryway and updating the building's design to integrate with the neighborhood. The applicant has been before the Historic District Commission regarding this change.
- Robertson Brothers intends to apply for Brownfield funding to address asbestos removal and environmental remediation.

MOTION by Brickner, support by Countegan, that the proposed Amendment to PUD Plan 2, 2021, including revised site plan 59-5-2022, submitted by Robertson Brothers Homes, be set for public hearing for the Planning Commission's next available regular meeting agenda.

Motion passed unanimously by voice vote.

APPROVAL OF MINUTES

Approval of October 17, 2024 Regular Meeting

MOTION by Brickner, support by Aspinall, to approve the October 17 2024 Regular Planning Commission meeting minutes as submitted.

Motion passed unanimously by voice vote.

PUBLIC COMMENT

None

COMMISSIONER/STAFF COMMENTS

None

ADJOURNMENT

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

Motion passed unanimously by voice vote.

The meeting was adjourned at 11:47pm.

Respectfully submitted,
Kristen Aspinall,
Planning Commission Secretary

/cem

**CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
DECEMBER 19, 2024, 7:30 P.M.**

CALL MEETING TO ORDER

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

ROLL CALL

Commissioners present: Countegan, Grant, Mantey, Varga, Stimson, Trafelet, Ware (arrived 7:37pm)

Commissioners Absent: Aspinall, Brickner

Others Present: Staff Planner Canty, Planning Consultant Tangari (Giffels Webster), Engineering Division Representatives Devers and Emerson, City Attorney Schultz

APPROVAL OF THE AGENDA

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

Motion passed unanimously by voice vote.

PUBLIC HEARING

A. AMEND PLANNED UNIT DEVELOPMENT (PUD) PLAN 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 site-built one-family detached dwelling units within RA-1B One Family Residential District
ACTION REQUESTED: Recommendation to City Council
APPLICANT: Robertson Brothers Homes
OWNER: Evangelical Homes of Michigan

Chair Trafelet introduced this request to amend PUD 2, 2021, including revised site plan 59-5-2022, 24700 Twelve Mile Road, Villas at Pebble Creek. The requested action is a recommendation to City Council.

Applicant Presentation

Utilizing a PowerPoint presentation and referencing the materials in tonight's packet, Tim Loughrin, Robertson Brothers Homes, made the following points:

- Robertson Brothers Homes had acquired the development rights for the entire Sarah Fisher site. The updated proposal submitted this evening focuses on creating a community of 75 age-targeted detached single-story ranch condominiums, eliminating the previously approved skilled nursing facility component. Some homes will have the option of being a Cape Cod style, with a second story bedroom.

- The historical significance of the site will be maintained. Robertson Brothers Homes has received approval from the Historic District Commission for a revised Certificate of Appropriateness, which includes preserving key historic features of the site and repurposing the chapel into a community space for residents. As part of the agreement with the HDC, some materials from the existing buildings will be integrated into the site, and the gates and the wall at the corner will be retained.
- Additionally, there will be four individual single-family lots along 12 Mile Road.
- The development of the approximately 36-acre site will include common areas as shown on the submitted schematics that will be maintained by the homeowner's association. This senior-targeted development will not have a pool or play area.
- The main entrance will be as shown at the center of the development on Inkster Road. Robertson Brothers Homes continued to advocate for a boulevard at this entrance, which will provide an approach that frames the chapel building and surrounding park area. A secondary entrance will be to the north, also on Inkster. There will no connection to Cheswick Road.

Screening

- Additional screening was being provided along Inkster Road. However, existing landscaping eliminates the need for additional buffering along the western boundary of the development. Mr. Loughrin had walked the area with representatives from the adjacent neighborhood, who agreed that there was a mature existing buffer along the western property that needed no improvement. The HOA was more concerned with the trees that were dead or dying along Cheswick, a public road which acts as a private entrance to the neighborhood. Robertson Brothers Homes had agreed to plant ten 12-foot evergreen trees along Cheswick.
- Robertson Brothers Homes was donating property along 12 Mile Road for the new city sewer lift station, to be constructed in 2025.

Need for this housing type

- Mr. Loughrin emphasized the value of the housing product now being offered, which was in great demand in Farmington Hills, and in the southeastern Michigan area generally. The development will be a walkable community with sidewalks and paths, with about 40% open space, and will provide a good transition from Inkster to the established neighborhoods to the west.
- SEMCOG (Southeast Michigan Council of Governments) data suggests that Farmington Hills needs 100 housing units of this type per year. Targeted senior buyers will be downsizing, and by their nature will have less impact on utilities and traffic than traditional single family residential homes.
- The ranch homes will be between 1800sf and 2000sf, with the option of a finished basement and of upstairs cape cod bedrooms. Homes that include the upstairs bedrooms will be about 2100sf.
- The homeowners association will maintain the property and the community gathering area around the chapel, as well as the chapel building itself. The HOA will also maintain the landscaping, roofs, and siding throughout the development. Siding will be Hardee siding and other building materials will include brick and stone.

Response to engineering and fire department review comments

Mr. Loughrin made the following points in response to engineering and fire department review comments:

- Robertson Brothers Homes was no longer proposing a CRD (Community Redevelopment District grant) as that had been proposed to support the previously approved nursing home facility. They will be submitting for Brownfield funds to help with the demolition.
- It was not economically feasible to provide a gravity sewer to the new lift station for the four single-family lots along Twelve Mile Road. They were instead requesting to provide a low pressure connection to the new lift station.
- Robertson Brothers Homes was asking that they not be required to provide a manhole at the Herndonwood intersection. This was part of the plan when the PUD included the skilled nursing facility, and the requirement did not seem appropriate to the development as now proposed.
- Again, they would like to keep the boulevard entrance but would remove it if so required.
- They will resolve issues regarding the emergency connection to the proposed driveway servicing the pump station on 12 Mile Road.
- The 50' turning radius for fire apparatus will be provided.
- The stub road to units 71-75 and unit 70 will be shortened, and Unit 71 will have a longer driveway.
- Unit 68 will have more of a landscaping buffer to the neighbors. Unit 68 will be a premium lot.
- Placing a shared service drive in front of the four units on 12 Mile Road would take up the entire front yard of those homes. Robertson Brothers Homes is proposing a T-turnaround for those units. If allowed by the Road Commission, each of the four units will have its own curb cut to 12 Mile Road.
- Robertson Brothers Homes proposed less storm infrastructure and manholes because this site no longer included the nursing home facility.
- Robertson Brothers Homes proposed not having rear catch basins and storm lines for units 71 through 75 because storm water would go directly into the adjacent detention pond without the addition of catch basins.

Discussion

- In response to comments, City Attorney Schultz explained that the Planning Commission could weigh in on the entrance boulevard as that was a site plan issue, but that the other points made regarding the engineering and fire department review items could only be addressed by those departments, and those issues would be addressed as the amended PUD Agreement is formalized.
- In response to questions, Mr. Loughrin said that Robertson Brothers Homes would most likely build the four single-family units, but they also had the option to sell them as custom lots. They had not marketed anything in the project yet.
- Commissioner Grant noted there was a development between Inkster and Northwestern that was also named *The Villas at Pebble Creek*. Mr. Loughrin said he would follow up relative to this information.
- In response to questions, Mr. Loughrin added that the development would use municipal waste removal and private snow removal.

- Commissioner Stimson noted that relative to the four lots on 12 Mile, he was opposed to a single curb cut with the front of the homes then being connected by a common driveway, thereby increasing the pavement in those front yards.

Consultant comments

Referencing the November 13, 2024 Giffels Webster memorandum, Planning Consultant Tangari highlighted the following points:

- As already stated by the applicant, the proposed PUD amendment would eliminate the approved 100-bed skilled nursing facility, and the development will now become 75 detached ranch homes targeted at seniors and four single-family lots along 12 Mile Road. The chapel that was to be preserved in the approved PUD plan will still be preserved and will be part of a common park area in the center of the development.
- This is a major amendment to the PUD, and the Planning Commission must set a public hearing on the amendment and make a recommendation to City Council. The public hearing is tonight.
- The net density of the full site by unit is 2.7 dwelling units per acre.
- The four split lots on 12 Mile Road meet the minimum size requirement but do not meet the minimum lot width requirement of the district. The proposed lot size is 31,080 square feet; the requirement is 26,000 square feet. The proposed lot width is 111 feet; the requirement is 140 feet. The lot width requires relief from ordinance standards.
- The applicant proposes 75 detached single-family ranch units in the 17.15-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 4.4 units/acre within the portion of the site devoted to the ranch units. While this exceeds the underlying permitted density and requires relief from ordinance standards, the first approved version of this plan included 94 units in a 14-acre area (6.7 units/acre), and the most recently approved version had 51 units over 14 acres (3.6 units/acre).
- The dimensional standards of the district were met by the condominium development portion of the plan with the exception of the setback to Cheswick, which was 30 feet where 50 feet was required.
- The request to not add additional landscape buffer to the western property line would require relief from the ordinance.
- The proposal includes a sidewalk on only one side of the road through most of the development. The north end doesn't have any sidewalks.
- In summary, this proposal seeks relief from ordinance standards as follows:
 - a. Permit detached single-family at requested density of 75 units.
 - b. Permit reduced exterior side setback along Cheswick (30 feet).
 - c. Permit no installation of western buffer plantings.
 - d. 111-foot lot width for splits where 140 feet is required.
- The Planning Commission should weigh in on the boulevard entrance issue.

Public Comment

Chair Trafelet opened the meeting to public comment.

Scott Griffin, representing the Hickory Oaks Subdivision, said that they had met with the Robertson Brothers Homes representative a number of times and they had an agreement with

the developer regarding landscaping. They agreed with the plan. Mr. Griffin thanked the Planning Commission for taking the time to get the development to where it was.

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

Discussion

- In response to a suggestion that there be a separate PUD amendment for the four single-family lots, Mr. Loughrin said that another amendment for the four lots was not worth the cost, work and time. Robertson Brothers Homes thought it was important that the lots were included in the proposed amendment, and they believed the four lots were appropriate.
- Regarding the boulevard entrance off Inkster, there seemed to be general consensus among the Commissioners to support the boulevard.
- Commissioner Stimson suggested reducing the number of single family homes on 12 Mile to three, which would be more harmonious to other homes in the area, would be consistent with the goals of the Historic District, and would not require a variance.

Mr. Loughrin said that the lots met the minimum area, and that a 111-foot width was actually a very wide lot. Reducing the number of lots would increase the burden on the remaining three to cover the costs of the infrastructure there.

- Commissioner Mantey asked staff to consider whether they would like to suggest to City Council to shrink the back of the four lots, in order to increase the amount of land preservation there.
- Commissioner Countegan spoke to some of the history of this site, and the City's many attempts to encourage development there. He supported the four lots as being part of the current PUD.

After discussion and amendment, the following motion was offered:

MOTION by Varga, support by Countegan, to RECOMMEND TO CITY COUNCIL that the application to amend Planned Unit Development Plan 2, 2021, including Revised Site Plan 59-5-2022, dated October 17, 2024, and November 4, 2024, respectively, submitted by Robertson Brothers Homes, BE APPROVED, because the plans are consistent with the goals, objectives, and policies of the Master Plan and applicable provisions of the Planned Unit Development Option in Section 34-3.20 of the Zoning Ordinance, SUBJECT TO:

- **Modifications of Zoning Ordinance requirements as indicated on the proposed plan.**
- **Modifications of Zoning Ordinance requirements as identified in Giffels Webster's November 13, 2024, review.**
- **All outstanding issues identified in Giffels Webster's November 13, 2024, review shall be addressed to the reasonable satisfaction of the City Planner.**
- **All outstanding issues identified in the City Engineer's November 12, 2024, interoffice correspondence shall be addressed to the reasonable satisfaction of the City Engineer.**
- **All outstanding issues identified in the Fire Marshal's November 11, 2024, interoffice correspondence shall be addressed to the reasonable satisfaction of the Fire Marshal.**

Additionally, the Planning Commission recommends approval of:

- **A longer driveway to Lot 71, as described by the applicant this evening.**
- **The boulevard as shown at the main entrance off of Inkster Road.**
- **Sidewalks on one side of the interior road, as shown.**

Motion passed unanimously by voice vote.

REGULAR MEETING

APPROVAL OF MINUTES

Approval of November 21, 2024 Regular Meeting

MOTION by Countegan, support by Varga, to approve the November 21, 2024 Regular Planning Commission meeting minutes with the following amendment:

- **Page 18 to read, “. . . key considerations offered by Commissioner Countegan included:”**

Motion passed unanimously by voice vote.

PUBLIC COMMENT

Betz King, 29580 Belfast, said that the proposed Sheetz gas station at Grand River and Middlebelt was extremely close to the Rouge River, and raised three points of concern:

1. Flood Risk and Spill Concerns

Ms. King highlighted the high risk of spills at gas stations, particularly during storm events. The Rouge River watershed is prone to flooding, which can carry petroleum products and other contaminants far beyond the spill site. These pollutants could enter residential basements and yards in flood-prone neighborhoods, posing long-term health risks to residents. Furthermore, remediation of petroleum contamination is costly, often not fully covered by insurance, leaving homeowners with significant financial burdens.

2. Water Quality and Pollution Risk

The Rouge River already faces challenges with water quality, including high chloride levels from road salts and chronic pollution. Ms. King expressed concern that spills and stormwater runoff from the gas station could worsen these issues, introducing petroleum products and other toxic substances into the ecosystem.

3. Habitat for Sensitive and Endangered Species

The Rouge River serves as a critical habitat for sensitive species, including the state-endangered redbreast dace, a unique minnow that leaps from the water to feed on insects. Recent evidence shows successful reproduction of this species in the area. Ms. King warned that chemical runoff from the gas station could degrade this habitat, harming these fragile populations and reducing biodiversity.

Ms. King urged the City to prioritize its role as a steward of the Rouge River and to protect this vital resource. She recommended collaborating with Friends of the Rouge to ensure the safety of both the river and the residents. She also noted that other potential sites for the gas station do not pose the same environmental risks.

COMMISSIONER/STAFF COMMENTS

January 2025 meetings will be January 16 – regular meeting, and January 23 – CIP.

ADJOURNMENT

Chair Trafelet adjourned the meeting at 9:46 pm.

Respectfully submitted,
Kristen Aspinall,
Planning Commission Secretary

/cem

MINUTES
CITY OF FARMINGTON HILLS
CITY COUNCIL MEETING
CITY HALL – COUNCIL CHAMBER
FEBRUARY 10, 2025 – 7:30 PM

The regular session meeting of the Farmington Hills City Council was called to order by Mayor Rich at 7:34PM.

Council Members Present: Aldred, Boleware, Bridges, Bruce, Dwyer, Knol and Rich

Council Members Absent: None

Others Present: City Manager Mekjian; Assistant City Manager Mondora; City Clerk Lindahl; Directors Aranowski, Kettler-Schmult, Rushlow, Schnackel and Skrobola and City Attorney Morita

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Avery Hill.

APPROVAL OF REGULAR SESSION MEETING AGENDA

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

MOTION CARRIED 7-0.

PUBLIC HEARING

PUBLIC HEARING AND CONSIDERATION OF AMENDMENT TO PLANNED UNIT DEVELOPMENT 2, 2021, INCLUDING REVISED SITE PLAN 59-5-2022, LOCATED AT 27400 TWELVE MILE ROAD. CMR 2-25-11

Director of Planning and Community Development Kettler-Schmult introduced the application to amend Planned Unit Development 2, 2021, including Revised Site Plan 59-5-2022. The development has transitioned from a 100 bed skilled nursing facility and townhouses to 75 detached unit condominiums. On December 19, 2024, the Planning Commission recommended approval of the amendment by a 7-0 vote.

Planning Consultant Bahm, Giffels Webster, referenced her November 13, 2024 report and made the following points:

- The original PUD called for a 100-bed skilled nursing facility and 51 ranch homes on the northern portion of the site.
- The amended PUD calls for 75 detached ranch homes and four individual lots on 12 Mile Road.
- The site and the property to the north are zoned RA-1B.
- The site is about 35 acres, with about 11.5 acres being preserved as natural features preservation.
- The four lot splits on 12 Mile Road meet the required lot area but are less than the 140-ft required lot width at 111-ft.
- There is a historic chapel on site.
- This is a challenging site to develop, due to its topography and water flow/drainage issues, making the site a good candidate for a PUD.

Requested zoning deviations include:

- Construction of site-built one-family detached dwelling units at the requested density of 75 units, or a density of 4.4 units per acre. Standards under the RA-1B district are 1.7 units per acre.
- 30' exterior side yard setback along Cheswick Drive.
- No installation of western buffer plantings.
- 111' lot width where 140' is required.

Council Member Bridges noted that previous developer Optalis had found the water table issues on the site very difficult to overcome. He stressed the importance of water table issues being addressed.

Tim Loughrin, Robertson Brothers Homes, 6905 Telegraph Rd, explained that they had acquired Optalis' interest in the property, making them the sole developer. The property was still owned by Evangelical Homes.

Mr. Loughrin reviewed the prior approved PUD plans for this site; this would be the second major amendment to the PUD plan. There had been a number of starts and stops to this project, some related to former partner Optalis and some related to infrastructure, including a new lift station on 12 Mile Rd being built by the city.

Mr. Loughrin highlighted the following:

- The cornerstone of the amendment was the existing chapel building. The developer proposed saving the chapel and developing it as an amenity. The chapel would be a community gathering area and a focal point for the community at the boulevard entrance off of Inkster Rd. The chapel plans had received HDC (Historic District Commission) approval.
- The proposed condominiums were ~2,000sf, with two designs that were actually quite similar. The single-level design with first floor master bedrooms was successful in other communities and was lacking in Farmington Hills.
- There would be green screening along Inkster Road. The developer had also coordinated screening with neighborhood representatives.
- The developer did not propose connecting to Cheswick, but instead proposed planting 10 trees up to 12' high in the right-of-way on Cheswick to replace trees that over time have died. The applicants were requesting that planting trees along Cheswick could be considered "in lieu of" some of the trees that will not be planted along the western buffer.

- The existing buildings are in disrepair. Demolition is planned for this year, with some materials to be retained and reused for signage, as well as retaining the gates and fencing at the corner of 12 Mile and Inkster as a memorial that reflected the historic use as an orphanage.
- The chapel garden will be a gathering area with art and a rain garden.
- The plan accommodates the City's new Sarah Fisher lift station along 12 Mile Road.
- The site is 39% open space with a lot of natural open space and untouched trees.
- A representative from Hickory Oaks subdivision had submitted a letter of support.

In response to questions, Mr. Loughrin said that:

- There would not be an issue meeting 50' turning radius requirements for fire safety equipment.
- There will be a closed emergency vehicle access road with access to the four lots on 12 Mile Road as well as the future lift station. They will work with the Fire Department to make sure the design meets standards.
- Robertson Homes has worked with Hickory Oaks subdivision, whose representative agreed that the existing landscaping already provided a western buffer, and there was no reason to plant more trees there. They were planting more trees than required along Inkster, and again, would plant trees along Cheswick in lieu of planting trees along the western buffer.
- One design plan was 1,850sf and the other design plan was 2,000sf. The designs were both two bedroom, 2 1/2 bathroom, with a den. Some homes could include upper bedrooms in a 1-1/2 story Cape Cod feature; these would be ~2100sf. Prices would start in the mid to high \$500K range, although they were likely to close for significantly more than that, given the choices for various options. The development was age targeted to seniors and would not include a pool or playground.

Mr. Loughrin added the following information:

- The currently tax exempt site when developed would generate over a million dollars in taxes.
- The only age demographic growing in Southeast Michigan, including Farmington Hills, is in the 65+ age range. This demographic generates less traffic per unit than younger residents.
- Robertson Homes worked with the HDC to save as many historical elements as possible on the site, especially spotlighting the chapel with surrounding gardens and which is in the center of the community.
- Public benefits included:
 - Almost 40% of the site left as permanent dedicated open space
 - Reuse of historic elements
 - Donation of land for City sanitary lift station
 - Thoughtful community gathering space
 - Embrace of natural environment
 - Appropriate transition to adjacent single-family residents
 - Providing a high-quality housing product that is in demand in Farmington Hills
- A homeowner's association will maintain landscaping and provide building maintenance.
- The developer was continuing to work with City engineering staff to address concerns.
 - Engineering had asked that the boulevard entrance be eliminated. However, the proposed boulevard made a unique contribution to the community and the Planning Commission agreed.
 - Engineering had asked that the emergency access to the future lift station be eliminated. However, this access provides secondary access in case of emergency for both the homes and the lift station, for which they were donating the land.

- They will meet the 50' turning radius and will also reduce the length of the stub road by adding a longer driveway for unit 71.
- They would like to keep Unit 68 as designed, noting that the condominiums were not aligned like single-family homes and Unit 68 as designed and landscaped will be attractive to buyers.
- Engineering staff suggested providing a shared marginal access along 12 Mile. This however will reduce the useable front yard. Robertson Brothers was suggesting a T-turnaround for each of those lots instead of a common access road. Oakland County would have to sign off on this design.
- The plan proposed to allow rear yard storm water runoff to go directly into the storm water facilities instead of installing rear yard catch basins. This would allow for more trees and landscaping in the rear yards.
- Since the proposal was reviewed by the Planning Commission, DTE had identified an ITC power pole where the northern driveway was supposed to be. The estimated cost for moving the pole was \$400K-\$600K. While adding a median was possible, there was risk in having a power pole located in a median. Because the emergency access to the south met the requirement for a second access, the developer proposed eliminating the northern driveway. This would reduce conflicts with Cheswick and would eliminate the risk of someone running into the pole. The green landscape screen along Inkster would be uninterrupted in this area. There was a chance that Robertson Homes would eventually return with a request to add another home at that location. A traffic study completed since this issue arose showed there was no traffic issue with having a single access point; the traffic study had been sent to Engineering today.

Council Member Knol observed that over time she had been aware of and worked with different proposals on this site due to her role as liaison to the HDC. The site had been undeveloped for a long time, even though there had been numerous proposals brought forward but none had come to fruition because the site was extremely difficult to redevelop due to its challenging topography. There was a need for a new lift station, as the site contained wetlands. The site was also a historic district, and rehabbing any historic buildings added significant additional cost. Tonight's proposal was excellent, the amendment would reduce density, and the homes would fill a need in the community.

Mayor Rich opened the public hearing. Seeing that no members of the public indicated that they wished to speak, Mayor Rich brought the matter back to Council.

Council Member Knol made the following points:

- Boulevards were more beautiful and safer than simple two-way traffic and provided additional access.
- The proposed design for Unit 68 made sense in a condominium development.
- A T-shaped driveway would be better than backing out onto 12 Mile and was a better option than a shared access road which would require more concrete.
- She would support a storm water plan that reduced changes to the grade and reduced the need for retaining walls.
- She opposed placing a power pole in a median, and supported eliminating the northern driveway, noting that a single lane of the boulevard could provide access points in an emergency, and that the emergency access road by the lift station provided another entrance.

Council Member Bruce said he also like the plan.

- He supported the amended PUD.
- He supported eliminating the northern driveway and cited his own past experience living in a larger condominium development with families, with a single boulevard entrance. There had never been an issue with entering and exiting that site.
- He supported the proposed designs for Unit 68 and Unit 71.

Council Member Bridges said he supported the plan, subject to resolving outstanding issues. He said a project should not be approved because it had been undeveloped for several years, and said it had to be the right plan. The developers' presentation was good and moved in the right direction. If issues could be resolved relative to accessing the site, he would support this plan moving forward.

Council Member Aldred echoed support regarding eliminating the northern driveway, and thought the result would be more attractive and would not be unsafe. He shared frustrations about PUDs that were not built. He asked the developer to describe the chapel in terms of being an amenity.

Mr. Loughrin said the chapel would have a community gathering area good for such things as playing cards and would have a small kitchen and bathrooms.

In response to a further question from Council Member Aldred, Mr. Loughrin said that the developer had not engaged with Southfield regarding the condition of Inkster Road.

Council Member Boleware asked if the boulevard entrance could be widened if the northern entrance was eliminated. Mr. Loughrin said that widening the boulevard could be a consideration and he would discuss that option with his engineering team. The downside would be a reduction of landscaping in the area.

Council Member Boleware was concerned about the 4 lots accessing 12 Mile Road, which was a very very busy road. Mr. Loughrin said that a traffic study had been conducted for the entire project including access to 12 Mile. They would work with staff and the Road Commission regarding access for those lots. Again, the Road Commission would have to agree with the four separate entrances before they could move forward with that option.

Mayor Pro Tem Dwyer expressed concern about eliminating the northern driveway. He raised the possibility of relocating the driveway, based on further review by engineering and public safety, and possibly the Planning Commission.

In response to questions from Mayor Rich, Mr. Loughrin added the following:

- Public art would definitely be provided. Details would be included in final engineering.
- The developer would consider the addition of public exercise and recreation equipment, and/or outside adult play equipment.

In response to questions from City Manager Mekjian, Mr. Loughrin stated:

- The housing product was a smaller version of a product they had built in Bloomfield at the old Hickory Grove elementary school.

- They would not apply for permits, including an Act 98 sewer permit from the State, until further along in final engineering. Hopefully the lift station will be far enough along that it will be taken into consideration by the State.

City Manager Mekjian stated that the revised traffic study had just been received earlier today, and staff had not yet had the opportunity to review it. He acknowledged the long-standing vacancy of the property and emphasized the collective desire to see it developed. He commended Mr. Loughrin for his patience and collaboration with the City and staff.

Regarding project timeline, City Manager Mekjian noted that other steps remain in the process, including resolving permit issues, approving the Planned Unit Development (PUD) plan, and negotiating the PUD agreement. Allowing time for staff to review the new traffic study will not significantly impact the timeline of the project.

Addressing the site layout, City Manager Mekjian stated that discussions have focused on either removing the northern drive or relocating it further to the north. Staff's recommendation is to include an additional public access point rather than relying solely on an emergency access road as a second access.

While the boulevard is a notable and aesthetically pleasing entrance feature, engineering concerns stem from geometric considerations. The outbound boulevard lane aligns with the opposing driveway, whereas the inbound lane does not. There are other changes that the developer would like to evaluate with staff and that will take some time.

City Manager Mekjian suggested that Council's options are to approve the plan as presented this evening, deny it as presented this evening, or postpone action to a date certain allowing the developer to come back with the modifications being discussed. He again pointed out the significant lead time involved with this project; tonight's decision was not time sensitive.

Commissioner Knol asked Mr. Loughrin how a postponement would impact the developer.

Mr. Loughrin said they had no interest in a postponement. They wanted to move forward. He suggested an approval with conditions to be worked through with staff.

In response to questions from Council Member Bruce, City Attorney Morita advised that approving the project with numerous conditions could lead to even further delays. She recommended postponing the item to a date certain to allow time for staff to review the engineering details and ensure the proposed plan accurately reflects what is being approved. The current plan differs from what the applicant intends, particularly regarding the potential closure of the northern entrance, which is not shown on the submitted drawings. She emphasized the importance of having the correct documents before the Council to avoid confusion for both staff and the City Attorney's Office. As the City Manager outlined, the Council's options are to approve, deny, or postpone the item.

Planning and Community Director Kettler-Schmult added that most of the issues discussed this evening were within the purview of public services and engineering review and were not within planning zoning code regulations. She clarified that in this instance, per the original applicant's request, the site plan and

PUD were being reviewed concurrently; this was not a two-step process, and the site plan would not go back to Planning Commission for further review before Council made its decision.

Director of Public Services Rushlow said that the traffic study had not yet been opened. He suggested that postponing to the March 3 City Council meeting would give staff time to review the new study and work through details with Mr. Loughrin.

MOTION by Bridges, support by Dwyer, that the City Council of Farmington Hills hereby resolves that the application to amend PUD Plan 2, 2021, including Revised Site Plan 59-5-2022, dated October 17, 2024, and November 4, 2024, respectively, submitted by Robertson Brothers Homes, is postponed to a date certain of March 3, 2025.

MOTION CARRIED 7-0.

ADDITIONS TO AGENDA

There were no additions to the agenda.

PUBLIC COMMENTS

Pamela Santo expressed concerns regarding expanding the Tawheed Center along Moran Street. The 30,000sf expansion involves demolishing the home next to hers. Her property was 350 feet deep, and along that 350 feet will be vehicle parking. Her home is 16' from the property line. There are already traffic backups from the Tawheed Center. Ms. Santo also presented a letter to the Planning Department from her doctor regarding how her asthma will be affected by this proposed change. She said she been threatened on her property.

Mayor Rich asked Assistant City Manager Mondora to follow up with Ms. Santo regarding any threats she had received.

Lisa Goldstein, Farmington Hills resident, said that she and Lynda Pawloski met with Mayor Rich at the November Walk the Hawk event and raised the issue of signature gathering for petitions in Farmington Hills. Signature gathering was allowed in many locations in 2018 and 2020 but was not allowed on any

city property in 2022 and was very limited at Heritage Park. She felt this limited political free speech and residents' ability to participate in the political process. She asked that the City's signature gathering policy be broadened and gave Troy and Livonia as examples of cities with broader policies.

Lynda Pawloski, Farmington Hills resident, reiterated comments made by Lisa Goldstein. She raised concerns about designated signing areas and hoped that the issue would not become unnecessarily complicated. She used Livonia's policy as an example of a simple effective plan.

CITY ATTORNEY REPORT

Attorney report was received by Council.

ADJOURNMENT

The regular session of City Council adjourned at 10:01PM.

Respectfully submitted,

Carly Lindahl, City Clerk



OFFICE OF CITY CLERK

TO: Mayor and City Council
FROM: Carly Lindahl, City Clerk
DATE: March 3, 2025
SUBJECT: Use of City Facilities Policy

At recent study sessions, Council discussed amending the Use of City Facilities Policy to limit the use of City Hall meeting rooms to official city boards and commissions only. The proposed policy changes primarily affect groups that do not have city staff present. Alternative meeting spaces have been identified at the Spicer House, Fire Station 5 Headquarters, and two newly available meeting rooms on the third floor of The Hawk.

Council also discussed clarifying the Policy with respect to areas for people gathering signatures on petitions for ballot initiatives or candidates at the entryways to the amphitheater in Heritage Park when events are taking place.

Other amendments discussed included minor edits, corrections to typos and changes regarding signs making them more consistent with the recent amendments to the Rules of the City Council and Guideline of Conduct.

At the February 10, 2025 study session, it was the general consensus of Council to support the proposed amendments and at the February 24, 2025 regular meeting, City Council postponed this item for further review of the amendments related to the amphitheater.

The City Attorney has revised section D. 8 and worked with Staff to prepare a map to attach to the Policy, which together more clearly identify the interior area of the amphitheater where signature gathering would not be allowed during events/concerts.

RECOMMENDATION:

IT IS RESOLVED, that the Farmington Hills City Council hereby approves the amendments to the Use of City Facilities Policy.

City of Farmington Hills

Use of City Facilities Policy

| As a amended through ~~September 23, 2024~~ March 3, 2025

City of Farmington Hills
Use of City Facilities Policy

(As amended through ~~September 23, 2024~~ **March 3, 2025**)

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I. Purpose and Objective.

The City of Farmington Hills' facilities include community rooms, parks, parking lots, recreation areas, banquet facilities and other government buildings and facilities. The intent of this Policy is to establish uniform procedures for the use of City facilities, to provide sufficient forums for gathering and expression of speech, to identify the purposes of City facilities, to ensure the efficient uninterrupted administration of the City government and City facilities and their premises, and to ensure the enjoyment of City facilities by all users. To the extent that this Policy regulates First Amendment activity, it is not the intent of this Policy to allow uniformity of expressive conduct at all locations, or within all areas of a specific location. Any attempt to limit the use of a forum is not intended to silence speech or engage in prohibiting expressive conduct based upon its content.

II. Definitions. As used in this Policy, the following terms are intended to have the following specified meanings:

- A. Facility Manager. The Facility Manager shall be the department responsible for processing applications and enforcing this Policy in relation to any City facility, as identified in Section VII of this Policy. The term shall include any specific individual(s), including but not limited to an on-site facility manager, designated by the department as the City's or facility's contact person for matters relating to the facility rental including but not limited to cancellations and special requests identified in this Policy as requiring the Facility Manager's permission.
- B. Limited Public Forum. Any City facility, City-owned property, or portion thereof that is not within the definition of a Traditional Public Forum, but which has been expressly designated in this Policy as a Limited Public Forum for specific purposes identified in this Policy. It is the intent of this Policy that, where a portion of a facility or property is designated as a Limited Public Forum, that designation shall be narrowly-construed as applying only to the identified portion of the facility or property, and is not intended to transform the property as a whole or any other portion of the facility or its premises (e.g. common hallways, lobbies, and sidewalks and parking lots that are not part of the City's general transportation network) into either a limited or Traditional Public Forum.
- C. Non-Public Forum. Any City facility, City-owned property, or portion thereof that is not within the definition of a Traditional Public Forum, and which has not expressly been designated in this Policy as a Limited Public Forum. It is the intent of this Policy that Non-Public Forums are not to be the site of any activity or use by non-City individuals or entities for purposes unrelated to the purpose for which the facility or property exists. To the extent that this Policy and/or City Ordinances regulate First Amendment ~~a~~Activity in Non-Public Forums, such regulations are intended as reasonable regulations to promote the efficient and undisturbed use of the forum for its intended purpose.

City of Farmington Hills
Use of City Facilities Policy

- D. User Representative. The person who is identified in a facility's usage application, arranges the reservation of a facility, and/or who is otherwise the primary contact for a User.
 - E. User. Any individual, group, organization or other entity that has arranged for the use of a City facility, whether through reservation, usage agreement, or other means, and regardless of whether the facility is a fee-based or non-fee-based facility.
 - F. Traditional Public Forum. City parks (to the extent that they are open-air and not designated for specific uses such as sports fields and reservation-based picnic shelters), and public streets and public sidewalks that are part of the City's general transportation network are recognized as Traditional Public Forums. These properties are open to a broad range of expressive purposes consistent with applicable state and federal law. To the extent that this Policy and/or City Ordinances regulate activities within Traditional Public Forums, such regulations are intended only to reasonably regulate the time, place, and manner of activities within the forums as permitted under relevant law.
- III. General Application Procedures and Disclosures and Reservation of Rights for all City Facilities. Unless otherwise stated in this Policy, these General Procedures shall apply to all City of Farmington Hills facilities. Where a procedure for a specific facility elsewhere in this Policy conflicts with or expands upon a General Procedure, the facility-specific procedure shall control.
- A. Application Required. No User may use a City facility without requesting and scheduling said facility through the appropriate Facility Manager for the facility as designated in Part VII, at least 24 hours in advance of the date of use, with a signed and completed application form delivered in person, by e-mail, online, or by fax.
 - B. Discretion to Deny Application. The City, at its sole discretion, reserves the right to limit and/or deny requests for meetings, parties, or other events. In reviewing a request, the City shall consider factors including, but not limited to: (a) the applicant's history of compliance with facility use policies; (b) the conformity of the application to this Policy and all other applicable policies, ordinances, laws, and regulations; (c) whether using the facility as proposed would threaten public health, safety, or welfare, based on factors including but not limited to the ability to manage crowds at the facility, expected public interest, need to maintain order due to expected protests at the event; (d) the consistency of the proposed use with the purposes for which the room is designed and intended, such as but not limited to the size, dimensions and existing furniture, fixtures and equipment in the room; (e) the availability of the room or facility; (e) whether the proposed use would conflict with the administration or needs of, or uses by, the City government; and (g) any other factor deemed relevant by the Facility Manager of the facility involved.
 - C. Events of Minors. The City reserves the right to limit and/or deny requests for meetings, parties, or other events of minors. If an application is approved for such

an event, the application must be signed by a responsible party who is over 21 years of age, and one chaperone over 21 years of age must be provided for every 8 minors.

- D. Insurance. The City of Farmington Hills does not provide individual accident and health insurance for use of its facilities. Groups or individuals using facilities may be required to procure and maintain a ~~G~~general ~~L~~iability insurance ~~P~~policy, at its sole cost and expense, for any death or injuries to persons or loss or damage to property that may arise from or in connection with its use of the facility and the activities associated with it, to supply a certificate of such insurance to the City, and to name on such policy the City of Farmington Hills as an additional insured. Minimum acceptable limits of such insurance will be \$1 million each occurrence and \$1 million aggregate. The City of Farmington Hills must receive ~~p~~Policy verification including dates of coverage and financial limits for the event at least 30 days prior to the first rental date.
- E. First Aid. No on-site medical treatment is available at City facilities. First aid is the direct responsibility of any User of City facilities.
- F. Gratuities. City facility personnel are not allowed to accept gratuities.
- G. Assignment/Transfer. No usage, usage agreement, permit, or facility reservation shall be assigned or transferred without the City's consent.
- H. Right of Inspection and Control. The City reserves the right to inspect and control all events, private parties, meetings and receptions held on its premise. The User shall be responsible for paying the City the costs of replacement for any and all destroyed, damaged or missing facility property caused by User's guests, independent contractors, User, User's agent or any person on User's behalf. The User is responsible to reimburse the City for all fees and costs incurred by the City should additional City staff be required to control the User's event.
- I. Damage to Facility. Any damages to the building and/or grounds will be charged to the User or User Representative that signed the agreement. The User or User Representative is responsible for checking the room for damages and cleanup in a manner that is acceptable to the City.
- J. Personal Property. The City shall not be responsible and assumes no liability for lost or stolen equipment, personal property, merchandise, money, personal effects, and goods at a City facility. The safekeeping and protection from theft or damage of all equipment, personal property, merchandise, money, personal effects, and goods brought onto the premises of a City facility shall be solely the responsibility of the User of the facility and the owner of the personal money, effects and goods. The City will assume no liability for any equipment, personal property, merchandise, money, personal effects, and goods left in a City facility or for any damages to such items if they are moved, cleaned or stored by ~~our~~ City employees in the performance of their duties.

- K. Hold Harmless and Indemnification Agreement. The User Representative and the User they represent shall pay on behalf of, indemnify, and hold harmless the City of Farmington Hills, its elected and appointed officials employees, and volunteers and others working on behalf of the City of Farmington Hills, against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Farmington Hills, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Farmington Hills, by reason of personal injury, including bodily injury or death and/or property damages, including loss of use thereof, which arises out of or is in any way connected or associated with the use of a City of Farmington Hills facility. Where a facility requires a written agreement, a hold harmless and indemnification provision that consists of language substantially similar to that of this paragraph shall be included in the signed agreement.
- L. Cancellation. The City of Farmington Hills reserves the right to accept, reject, or cancel any event, use, usage agreement, or reservation for any reason and in its sole discretion. If a facility is mistakenly scheduled for more than one event, use, or reservation of a City facility at the same time, the Facility Manager or their designated representative shall contact each party involved to identify the mistake and ascertain whether any party will voluntarily agree to reschedule, and if not then the Facility Manager shall, in their discretion, decide which party's event, use, usage agreement, or reservation is cancelled. If an event, use, usage agreement, or reservation must be cancelled due to a scheduling mistake as described above or circumstances beyond the control of the City of Farmington Hills, including but not limited to weather, loss of utilities, civil unrest, or other uncontrollable happenstance, the event will be rescheduled at the earliest convenience of all parties. If a usage fee has been paid in connection with an event use, or reservation must be cancelled due to a scheduling mistake by the City as described above or cancellation by the City for any reason (other than circumstances beyond the City's control) and the event, use, or reservation cannot be rescheduled for any reason, the City shall refund such usage fees to the User, which shall be the full extent of any obligation or liability of the City in connection with such cancellation. The City shall not be obligated, liable or responsible for payment of any amounts or damages for losses due, directly or indirectly, to a cancellation incurred by a User (other than a refund, if applicable), User Representative, any person, guest, vendor or contractor associated with the event, use, reservation, rental, or usage agreement, or any other third party. If a User or User's Representative cancels an event or use, the City will not refund any fees, except as may be otherwise specifically allowed in this Policy. Where a facility requires a written usage agreement, a cancellation provision that consists of language substantially similar to that of this paragraph shall be included in the signed agreement.
- M. Policy Enforcement / Penalties. Failure to comply with this Policy may result in all or any of the following: forfeiture of some or all of the security deposit;

cancellation of the event, meeting or other use; immediate termination of the event, meeting or other use without notice or warning; immediate removal of individuals from the premises by City staff or the Farmington Hills Police Department without notice or warning; payment of the City the costs of replacement for any and all destroyed, damaged or missing City property caused by User's guests, independent contractors, User, User's Representative or any person on User's behalf; rejection of any or all future requests to use the City's facilities; criminal prosecution for any violations of law or ordinance; and any other civil remedies to which the City may be entitled by law or in equity.

- N. City Sponsored Events. The City and City sponsored uses and events are specifically excluded from compliance with this Policy.
 - O. Fees. The Facility Manager, in coordination with the City Manager or City Manager's designee, is authorized to establish usage fees and other fees relating to the use of City facilities for which this Policy contemplates a fee.
 - P. Exceptions to Policy. The City Council may allow exceptions to this Policy to accommodate and enable events of regional, state-wide or national significance to be held at City facilities, such as but not limited to, visits by the President of the United States or Michigan Governor, or candidates for such positions.
- IV. General Regulations for All City Facilities. Unless otherwise stated in this Policy, these General Regulations shall apply to all City facilities. Where a regulation for a specific facility elsewhere in this Policy conflicts with or expands upon a General Regulation, the facility-specific procedure shall control.
- A. Compliance with Laws and Policies. All persons using the City of Farmington Hills' facilities shall observe and comply with the regulations of this Policy, all applicable ordinances, rules, and regulations of the City of Farmington Hills, and all federal and state laws.
 - B. Prohibited Uses. City facilities and equipment shall not be used for: a) activities which are in conflict with City policies, rules or ordinances, state laws, or federal laws; b) activities which are discriminatory in the legal sense; c) illegal gambling; d) the primary purpose of petition signature gathering except as allowed by Section V of this Policy; e) political campaign events or fundraisers except in reserved rooms of the Costick Center, Grant Center, Longacre House, The Hawk, or Ice Arena as provided by Section V of this Policy; or f) religious services or regular worship activities except in reserved rooms of the Costick Center, Grant Center, The Hawk, or Longacre House as provided by Section VI of this Policy.
 - C. Notice/Control of Renter's Invitees. The User Representative is responsible for insuring that all policies, rules and regulations are strictly adhered to by all persons participating in the activity for which they are the User Representative. To the extent that rooms or areas of City facilities are reserved, the User, the User's Representative and the User's invitees shall contain their activities to the area reserved or interior of the reserved room, and shall not use hallways or other common areas of the facility in connection with their event

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- D. Non-Interference with Facility. No User's activities shall interfere with the administration of the City of Farmington Hills, the primary purpose of the facility being used, or the enjoyment of the facility by other users of the facility.
- E. Room Capacities. Room capacities must be adhered to. User and User's invitees may not overflow into the hallways and/or disturb City staff, City business, other activities or events at the facility.
- F. Maintenance and Clean-Up. Routine maintenance will be done by City staff. However, trash pickup and other cleanup duties are to be performed by the User, and it is expected that the User will clear and clean any areas of the facility used by the User or the User's invitees. Furniture, fixtures and equipment may not be moved from room to room or removed from the building without permission. At the conclusion of a User's use, the room must be returned to and left in the condition in which it was found. Any decorations used must be removed and disposed of properly, immediately following the function.
- G. Prohibited Items. No sparkle, glitter, confetti, etc. is permitted. Tape, pins, nails, staples and adhesives are not allowed on the walls, tables, chairs, etc. Except for lighters and cake candles (for birthdays, anniversaries, etc.) or unless otherwise provided in a facility-specific policy, candles or other sources of flame and fire are not allowed in City facilities.
- H. Control of Children. All children in attendance must remain in the reserved room(s). Children are not allowed to roam unsupervised in other areas of a City building, such as hallways, rooms or lounges.
- I. Alcoholic Beverages. With the exception of the Costick Center, Longacre House, [the Farmington Hills Golf Club](#), and [The Hawk](#), no alcoholic beverages are allowed in or at City facilities unless the User has obtained written permission from the City Manager or Facility Manager and obtained proper licensing from the State of Michigan for the service of alcoholic beverages.
- J. Paper Goods. Paper goods are the responsibility of the User and are not provided by the City of Farmington Hills.
- K. Equipment. Equipment provided to or used by the User must be utilized for its intended purpose.
- L. Non-Smoking Policy. City facilities are smoke-free and vape-free facilities; guests may only smoke and vape in designated outside areas where ash containers are provided. Smoking and vaping includes tobacco and non-tobacco products or substances including, but not limited to, cigarettes, cigars, non-cigarette smoking tobacco, smokeless tobacco, herbal or clover cigarettes, e-cigarettes, electronic and herbal hookah, steam stones and smoking gels. Smoking marijuana is not permitted in or at City facilities.
- M. Animals. No animals or pets are allowed in or at City facilities except the following: (a) police dogs; (b) service animals, as defined by Title II and Title III of the

Americans with Disabilities Act, subject to applicable City Code requirements unless excepted from such requirements by law; (c) other animals that have been allowed as part of an approved or City sponsored program or event; (d) dogs in the City's dog park, subject to compliance with all established rules and regulations applicable to the dog park; and (e) dogs in Founders Sports Park and Pioneer Park, provided they are on a leash and maintained in compliance with all applicable ordinances and park rules.

- N. Signs. ~~The City does not allow~~ the display, posting, or placement of any sign, poster, or flag (for example political signs, event signs, etc.) is not allowed within or on the grounds of City facilities, except (1) City-owned signs; and (2) holding a sign, poster, or flag on the grounds of a Traditional Public Forum. Special permission may be granted by the City Manager or Facility Manager for signs relating to User events at the facility for which there is a User Representative. The City reserves the right to request and require the User or User Representative to provide a copy of promotional materials (including social networks) and/or invitations that User creates for the event/meeting.
- O. Food and Beverage Sales. Food and beverage sales within or at a public facility are prohibited, unless authorized to do so by the Facility Manager or this Policy.
- P. Merchandise Sales. The sale of any merchandise or goods within or at a public facility is prohibited, unless authorized by the Facility Manager or this Policy.
- Q. Reservation of City's Rights. The City reserves the right to act in the best interest of the City on matters not specifically covered in these rules.
- V. Political and Fundraising Activities in City-Owned Buildings and on City-Owned Properties.
- A. General Policy. Except as and where specifically allowed under this Policy, City facilities shall not be used for political activities, events, fundraisers or assemblies. Where specified political activities, events, fundraisers, or assemblies are permitted, they must be open to the public subject to occupancy limits and security concerns.
- B. Political Campaign Events and Fundraisers. Political campaign events and fundraisers advocating a political candidate, ballot proposal, or other political cause may occur only in the fee-based rooms of the Costick Center, Grant Center, Longacre House, The Hawk, and Ice Arena. In these facilities, the activity must be confined to the reserved room, and be carried out consistent with all other applicable provisions of this Policy.
- C. Campaign Finance Law. No City facility shall be used in a manner that would cause the City to be in violation of the Michigan Campaign Finance Act, Act 388 of 1976, as amended, or any other applicable state or federal law.
- D. Government Officials in their Official Capacities. This Policy shall not be construed to limit the ability of elected or appointed government officials from using either

fee-based or non-fee based facilities in furtherance of performing the public duties associated with their office.

- E. After-Hours Meetings with Government Officials. It is recognized that, from time to time, elected or appointed officials desire opportunities to schedule after-hours meetings with citizens on their personal time that are not required as part of their public duties (e.g. office hours, coffee socials, town hall meetings). For purposes of this Policy, such meetings shall be considered to be in furtherance of the public duties associated with the officials' office, provided that they are open to all, and do not include campaigning or fundraising. City facilities designated in Section VII as Limited Public Forums for specified political activities may be used by elected and appointed officials for such meetings with citizens subject to the Michigan Campaign Finance Act and all other applicable law, and subject to all rules, regulations, and fees in the same manner as any other applicant. No such event shall occur that requires the expenditure of public funds or the provision of in-kind services by the City (e.g. coffee service, refreshments, photocopies, labor costs) that could be construed as making a public expenditure or providing a contribution of volunteer public services in violation of the Michigan Campaign Finance Act. In no case shall such an event be held in such a manner as to constitute a violation of the Michigan Open Meetings Act.
- F. Signature Gathering. No portion of a City facility (including but not limited to meeting rooms, hallways, corridors, and internal sidewalks, parking lots, and drives) other than a Traditional Public Forum shall be used by any person or group having the primary purpose of soliciting signatures for candidate nominating petitions, ballot proposal petitions, or similar documents. This Policy, however, is not intended to prohibit an invitee of a User of a room from incidentally asking other invitees attending the same event within the same room to sign a petition.
- G. Political Fundraisers. Except for the reserved rooms of the Costick Center, Grant Center, Longacre House, The Hawk, and Ice Arena, City facilities shall not be used for the primary purpose of conducting a political fundraising event for any candidate, ballot question, political party or campaign committee. This Policy, however, is not intended to prohibit invitees of a User from incidentally asking other invitees attending the same event in the same room to support a fundraising effort of an individual attendee or the User of the room (e.g., selling tickets for ~~some a~~ future event; circulating a fundraising brochure; selling products such as cookies; or holding a 50/50, door prize or similar raffle solely among attendees of the event), or to engage in activities within the scope of the meeting for which the room was reserved related to the administration of an off-site fundraiser (e.g., collecting monies owed from an off-site fundraiser, distributing fundraiser materials such as brochures or raffle tickets; replenishing supplies for a product-based fundraiser; or distributing goods ordered through a prior fundraiser).
- G.H. Elections and Election Laws. Various City facilities are used as polling locations for elections and for other election related purposes. During the period of time that a City facility is being used as a polling location, no part of that facility shall be used

for a political activity, of any kind. No person shall use a City facility for any purpose that is not allowed under state election laws, rules, and regulations.

VI. Religious or Faith-Based Uses of City Facilities.

- A. Religious Services / Regular Worship. In recognition of the City's interest in complying with the Establishment Clause of the First Amendment of the U.S. Constitution, no City facility other than rooms at the Costick Activities Center, Jon Grant Community Center, The Hawk, and Longacre House shall be used for the purpose of conducting religious services or made available as a venue for the regularly-scheduled worship activities of any religious organization. Where facilities are allowed to be used for religious services, they shall be made available on a first-come, first-served basis, subject to all applicable usage regulations in the same manner as any other user of the facility.
- B. Faith-Based Groups and Incidental Faith-Based Activities. For City facilities that have not been opened for religious services, the limitation shall be narrowly construed so as not to prohibit the use of a Traditional or Limited Public Forum by an applicant because the applicant is faith-based, offers a religious perspective on matters relevant to subjects for which the forum has been opened, and/or engages in faith-based activity (including but not limited to prayer, singing, and reciting religious texts) that is incidental to a permissible use of the forum and does not amount to conducting a religious service. For purposes of this Policy, weddings or other ceremonies and events that could be carried out in a purely secular manner, but which the room User chooses to have conducted by a minister of any religion shall be considered an event with an incidental faith-based component as opposed to a religious service or worship event.

VII. Facility-Specific Regulations. The following facility-specific regulations are intended to be supplemental and additional to the General Application Procedures and Disclosures and General Regulations for aAll fFacilities, except where a facility-specific regulation conflicts with a general procedure or regulation, in which case the facility-specific regulation shall control.

A. No-Fee Rental Facilities.

1. City Hall Meeting Rooms (Excluding Council Chambers) Room Numbers 382 and 384 on the Third Floor of The Hawk (the "Third Floor Rooms").
- a. Forum Designation and Permitted Uses. The Third Floor Rooms City Hall meeting rooms are open-available for use as a Limited Public Forum—without charge to civic, community, and non-profit organizations, solely for the purpose of providing meeting space for routine meetings only (not including, for example and without limitation, training, workshops, social gatherings, parties, or other events) attended by an organization's membership and members of the public interested in the organization and/or items on the meeting agenda, subject to the requirements and restrictions in this

Subsection VII.A.1. When used under this subsection, the Third Floor Rooms are Limited Public Forums.

- b. Facility Manager. Applications shall be made to the City ~~Manager's office~~ Special Services Department.
- c. Priority. Priority for use of the City Hall Meeting Third Floor Rooms shall be given to the City government (including its officers, administrators, and employees acting in their official capacities), public bodies that use the Council Chambers for their meetings, and meetings of organizations or pertaining to events that are City-sponsored. All other users shall be considered non-priority users. No proposed use of a City Hall Meeting Third Floor Room by non-priority users shall be scheduled so as to conflict with these priority uses. If a public body requires use of a City Hall Meeting Third Floor Room for a meeting or other purpose not anticipated at the time that the use of the City Hall Meeting Third Floor Room was approved for an non-priority user (e.g. for a special meeting of ~~the City Council or other~~ a public body), the City reserves the right to cancel the non-priority user's reservation of the City Hall Meeting Third Floor Room and may relocate the non-priority user's event to an alternate room at a City facility if available. In this circumstance, if the only available suitable alternate location is a fee-based facility, the usage fee shall be waived administratively.
- ~~d. Availability. City Hall meeting rooms shall not be made available to non-priority users during normal City Hall business hours, on Fridays, or on weekends, unless the meeting for which the room is proposed to be used is City sponsored; provided, however, that after hours meetings with government officials under Section V.E. are permitted on Saturdays between 9:00 a.m. and 4:00 p.m.~~
- e.d. Open to Public. All meetings occurring within City Hall the Third Floor Rooms shall be open to the public.
- f.e. Political Uses. Political party organizations and similar political or Policy-oriented organizations may reserve City Hall the Third Floor Rooms meeting rooms solely for meetings in the same manner as any other civic or community organization referenced in a. above, subject to Section V and all other applicable rules and regulations of this Policy.
- ~~g. Prohibited Uses. City Hall meeting rooms are not to be used for private parties or events (e.g. birthday parties, showers, etc.); meetings or events of for-profit business entities, fundraisers of any kind, campaign events, special events that are intended to draw public attendance larger than a routine organizational meeting, religious worship or services as defined in Section VI of this Policy, or any other purpose not expressly authorized by this Policy.~~

- ~~h. Food and Beverage. No food or beverages may be served in City Hall Meeting Rooms without the authorization of the Facility Manager.~~
- ~~i. 2. City Hall Council Chambers.~~
 - ~~a. Forum Designation and Permitted Uses. The Council Chambers are open as a Limited Public Forum without charge to civic, community, and non-profit organizations for the same purposes as City Hall Meeting Rooms and for political meetings and assemblies, including meet the candidate days, debates, public policy forums and similar public events, subject to the requirements and restrictions in this Subsection VII.2.~~
 - ~~b. Facility Manager: Applications shall be made to the City Manager's office.~~
 - ~~c. Priority. Priority for use of the City Council Chambers shall be given to the City government (including officials, administrators, and employees acting in their official capacities), public bodies that use the Council Chambers for their meetings, City sponsored assemblies, and assemblies co-sponsored by the City. All other users shall be considered non-priority users. No proposed use of the Council Chambers by non-priority users shall be scheduled so as to conflict with these priority uses. If a public body requires use of the City Council Chambers for a meeting or other purpose not anticipated at the time that the use of the Council Chambers was approved for a non-priority user (e.g. for a special meeting of the City Council or other public body), the City reserves the right to cancel the non-priority user's reservation of the Council Chambers and may relocate the non-priority user's event to an alternate City facility if available. In this circumstance, if the only available suitable alternate location is a fee-based facility, the usage fee shall be waived administratively.~~
 - ~~d. Availability. City Council Chambers shall not be made available to non-priority users during normal City Hall business hours or on weekends unless the meeting or event for which the room is proposed to be used is City sponsored; provided, however, that after-hours meetings with government officials under Section V.E. are permitted on Saturdays between 9:00 a.m. and 4:00 p.m. Where a proposed meeting or event can be accommodated within a City Hall meeting room other than the City Council Chambers, the Facility Manager reserves the right to redirect the proposed use to an alternate meeting room.~~
 - ~~e. Open to Public. All assemblies for which City Council Chambers is used shall be open to all members of the public.~~

- ~~f. Political Uses. Political party organizations and similar political or policy-oriented organizations may reserve City Council Chambers for meetings or assemblies (but not campaign events or fundraisers) in the same manner as any other civic or community organization, subject to Section V and all other applicable rules and regulations of this Policy.~~
- ~~g. Prohibited Uses. City Council Chambers are not to be used for private parties or events (e.g. birthday parties, showers, etc.); meetings or events of for-profit business entities, fundraisers of any kind, campaign events, religious worship or services as defined in Section VI of this Policy, or any other purpose not expressly authorized by this Policy.~~
- ~~h. Food and Beverage. No food or beverages may be served in City Council Chambers without the authorization of the Facility Manager.~~

32. Fire Department Headquarters (Station #5) Community Rooms.

- a. Forum Designation and Permitted Uses. Fire Department Headquarters meeting rooms are open as Limited Public Forums to civic, community, and nonprofit organizations, solely for the purpose of providing meeting space for routine meetings attended by an organization's membership and members of the public interested in the organization and/or items on the meeting agenda, subject to the requirements and restrictions in this Subsection VII.³¹
- b. Facility Manager. Applications shall be made to Fire Department Headquarters (Station #5).
- c. Priority. Priority for use of the Fire Department Headquarters meeting rooms shall be given to the City government, public bodies that use the Council Chambers for their meetings, and meetings of organizations or pertaining to events that are City-sponsored. All other users shall be considered non-priority users.
- d. Availability. Fire Department Headquarters meeting rooms shall not be reserved so as to conflict with priority uses by the Fire Department, other City government departments, public bodies, and City-sponsored uses.
- e. Open to Public. All meetings occurring within Fire Department Headquarters shall be open to the public.
- f. Political Uses. Political party organizations and similar political or policy-oriented organizations may reserve Fire Department Headquarters meeting rooms solely for meetings in the same manner as any other civic or community organization, subject to

~~the~~ Section V and all other applicable rules and regulations of this Policy.

- g. Prohibited Uses. Fire Department meeting rooms are not to be used for private parties or events (e.g. birthday parties, showers, etc.), meetings or events of for-profit business entities, fundraisers of any kind, campaign events, religious worship or services as defined in Section VI of this Policy, or any other purpose not expressly authorized by this Policy.
- h. Food and Beverage. No food or beverages may be served in the Fire Department meeting rooms without the authorization of the Facility Manager.

43. Spicer House. Spicer House is a historic home within Heritage Park, which serves as the park's visitor center and houses several rooms used for classes, meetings, gatherings, and displays. The Spicer House premises was acquired by the City in 1985 with funds obtained through a grant awarded to the City under the Michigan Recreation Land Trust Fund Act, 1976 PA 204, 1984 PA 429, and 1972 PA 227, as amended, which requires that the premises be maintained for recreational purposes in perpetuity. In addition, the Spicer House was designated by City Council in 1988 as a Historic District (Council Resolution R-51-88), as recorded in Liber 11290 Page 330 of the records of the Oakland County Register of Deeds, and its use restricted to purposes identified by the Parks and Recreation Commission, Historic District Commission, and City Council as consistent with its recreational purpose and historic designation.

- a. Forum Designation and Permitted Uses. Consistent with R-51-88, the Farmington Hills Historic District Commission Spicer House Use Feasibility Review dated March 3, 1988 reviewed by Parks and Recreation Commission and City Council, and the Spicer House's recreational and historic purposes, Spicer House is open as a Limited Public Forum for the following uses, subject to the requirements and restrictions in this Subsection VII.4: recreational classes sponsored by government or non-government organizations, complementing the activities of the City of Farmington Hills (including but not limited to nature study, astronomy, day camping, safety clinics, cross-country skiing, fishing instruction); meetings of the Beautification Commission, Historical Commission, Historic District Commission, Park and Recreation Commission, Arts Commission, and Commission on Aging; Civic Awards/Presentations and functions (including but not limited to Officer of the month, outstanding citizen, Mayor's Exchange Day, City press announcements); interpretive exhibits (including but not limited to history of the Spicer Property, City history, early settlement history, land/water natural history interpretations, museum-type articles, pictures, and artifacts); service club

meetings; scouting activities, 4-H activities, youth athletic groups, civic club activities, and as a part of community activities (including but not limited to Halloween walks, hayrides, landscape painting and drawing programs, bird and plant identification, woodworking, nature and day camps, and fall festival).

- b. Facility Manager. Applications shall be made to the Special Services Department
- c. Open to Public. Meetings and events occurring at the Spicer House shall be open to the public and shall not interfere with the public's enjoyment of the Spicer House and premises as a recreational and historic venue.
- d. Prohibited Uses. Consistent with its recreational and historic purposes, the Spicer House is not to be used for private parties or events (e.g. birthday parties, showers, etc.), meetings or events of for-profit business entities, meetings or events for political party organizations or other organizations whose mission is not consistent with the recreational/historic, civic, or service-oriented purposes identified in subsection (a), fundraisers of any kind, campaign events, religious worship or services as defined in Section V of this Policy, or any other purpose not expressly authorized by this Policy.
- e. Food and Beverage. No food or beverages may be served in the Spicer House without the authorization of the Facility Manager.

B. Fee-Based Rental Facilities.

- 1. Costick Activities Center. The Costick Center is a multi-purpose facility that houses the Department of Special Services' administrative offices, indoor and outdoor recreational facilities, designated space for the Farmington Hills Senior Adult program, a teen center, and meeting and banquet rooms.
 - a. Forum Designation and Permitted Activities.
 - i. The Costick Center, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the forum or the purpose for which a room has been reserved, shall take place in the facility.
 - ii. The Costick Center's rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.

- b. Facility Manager. Applications shall be made to the Department of Special Services.
- ~~c. Scope of Use. To the extent that rooms are reserved at the Costick Center for a specific purpose, the User, the User's Representative and their invitees shall contain their activities to the interior of the reserved room, and shall not use hallways or other common areas of the facility in connection with their event.~~
- ~~d.c.~~ Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Costick Center, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
- ~~e.d.~~ Religious Uses. Rooms at the Costick Center may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs.
- ~~f.e.~~ Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.
- ~~g.f.~~ Food and Beverage. All Users with 50 guests or more that require food service are required to use the City's contracted food vendor. Users with 49 or less guests may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.
- ~~h.g.~~ Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 30 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.
- ~~i.h.~~ Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City.

Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

2. Jon Grant Community Center. The Grant Community center was constructed in conjunction with Fire Station #3. It offers classes, programs, and rental opportunities to residents of Farmington Hills as well as surrounding communities.
 - a. Forum Designation and Permitted Uses.
 - i. The Grant Center, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the forum or the purpose for which a room has been reserved, shall take place in the forum.
 - ii. The Grant Center's rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.
 - b. Facility Manager. Applications shall be made to the Department of Special Services.
 - ~~c. Scope of Use. To the extent that rooms are reserved at the Grant Center for a specific purpose, the User, the User's Representative and their invitees shall contain their activities to the interior of the reserved room and shall not use hallways or other common areas of the facility in connection with their event.~~
 - d.c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Grant Center, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
 - e.d. Religious Uses. Grant Center rooms may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs.
 - f.e. Food and Beverage. All Users with 50 guests or more that require food service are required to use the City's contracted food vendor. Users with 49 or less guests may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.

g.f. Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.

h.g. Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 10 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for the payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally or by invoice.

i.h. Cancellation and Refund. Users who cancel shall forfeit 50% of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, Users shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

3. Longacre House. The Longacre House is a historic home available for special events. Special Services classes are also held at the house.

a. Forum Designation and Permitted Uses. The Longacre House shall be regulated as a Limited Public Forum for the purpose of providing space for private events such as weddings, theme parties, receptions, business meetings, banquets, social gatherings, and classes.

b. Facility Manager. Applications are to be made to the Department of Special Services.

c. Usage Minimum. A five-hour usage minimum is required for Friday and Saturday events unless waived by the Facility Manager or his designee.

d. Fees. Usage fees are based on the time a group/party is in the room, including set-up and clean-up, except for 90-minute setup time that is included with all usage agreements.

e. Food and Beverage. All Users that require food and/or alcohol for their events must utilize the Longacre House contracted caterer. No exceptions will be made without Facility Manager approval.

f. Payment Terms.

- i. A security deposit is required for all parties over 25 people. An additional deposit may be required or the amount or type may be changed at the discretion of management.
- ii. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 10 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.

- g. Cancellation and Refund. Users who cancel shall forfeit 50% of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, Use shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

4. Farmington Hills Ice Arena. The first floor of Farmington Hills Ice Arena consists of the ice surface and related facilities. The second floor, known as the "Ice Arena Club" contains space available for reservation that includes a soda shop-style seating area, a dance floor area, and a meeting room.

a. Forum Designation and Permitted Uses.

- i. The Ice Arena, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the forum or the purpose for which a room or other portion of the facility has been reserved, shall take place in the forum.
- ii. The first floor of the Ice Area is intended to be regulated as a Non-Public Forum, within which the ice surface and accessory facilities (e.g. locker rooms) is available for rental only for Ice Area-related purposes (e.g. hockey and other ice-based events, practices, etc.) on a fee-based, first-come first-served basis, subject to the following regulations.

- iii. The Ice Arena Club's second-floor rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.
- b. Facility Manager. Applications shall be made to the Department of Special Services.
- ~~e. Scope of Use. To the extent that any portion of the Ice Arena is reserved for any specific purpose, the User, the User's Representative and their invitees shall contain their activities to the interior of the reserved room and shall not use hallways or other common areas of the facility in connection with their event.~~
- d.c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at reserved rooms of the second-floor Ice Arena Club, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
- e.d. Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.
- f.e. Ice Surface Rental Rules and Regulations. Users of the ice surface are subject to the following facility-specific rules and regulations:
 - i. Each hour is equivalent to 50 minutes of ice time. The remaining ten (10) minutes of the hour is reserved for resurfacing.
 - ii. All ice usage fees are to be paid in full at least one half hour in advance of the use of the ice facility, and are non-refundable. In the event that the advance payment is not maintained, the contract will be considered cancelled by the User.
 - iii. Nobody is allowed on the ice during resurfacing except two people to move goal nets. Zamboni drivers are instructed to cease resurfacing immediately if anybody places an object on the ice or if people are skating before the two Zamboni

doors are closed. Once the Zamboni leaves the ice because of a violation of this rule, resurfacing will not re-commence during the time reserved by the User.

- iv. All hockey players are required to wear full protective equipment and helmets when on the ice.
- v. No physical or verbal abuse of arena employees will be tolerated.
- vi. Users will not be permitted use of the locker rooms until one-half hour prior to ice time. An adult representative of a group must be present in the locker rooms at all times in which it is in use.
- vii. A User may receive key(s) to a locker room from the office in exchange for a car key. Said person is responsible for securing the room when the group is on the ice and after all persons have vacated the room. Locker room keys shall be returned to the office for return of the car key. There is a fee for lost and/or damaged key(s) established by the Facility Manager in the Facility Manager's discretion.
- viii. No food and drinks are permitted in the locker rooms, on the ice, or on the players' and penalty benches, including the scorer's box, with the exception of non-alcoholic beverages in non-breakable containers.
- ix. Warm-up shots may not be directed to the side dasher boards by hockey players.
- x. Users are responsible for the conduct of the persons using the arena facilities during the ice time for which they have contacted. Ice Users will be held responsible for any vandalism, breakage, and cleanliness of locker room and all other arena property. It is strongly recommended that the User Representative be the last person to leave the locker room each time it is totally vacated.
- xi. At the conclusion of the time for which the ice has been reserved, all persons are to leave the ice promptly so that resurfacing may begin immediately. Ice Users will be charged for whatever time is used beyond that for which they have contracted at rates established by the Facility Manager in the Facility Manager's discretion.
- xii. Only food and beverage items purchased within and from the arena are allowed.

5. The Hawk. The Hawk is a multi-purpose facility that houses City administrative offices, a Community Center that houses(with indoor and outdoor recreational facilities, activities, including a fitness and aquatic center, pickle ball courts, an auditorium, a gymnasium, dance studios, designated space for the educational programming, or and other services for and on behalf of the Community Center), and other uses that have been or may be programmed or determined by the City from time to time. The Hawk also offers space for "private events" (not open to the public) such as, but not limited to, birthday parties, wedding or baby showers, theme parties, receptions, reunions, business meetings, banquets, conferences, and other private events and social gatherings.

a. Forum Designation and Permitted Activities.

i. The Hawk, as a whole, shall be regulated as a Non-Public Forum, except as provided under subsection ii below and under Section VII.A.1 of this Policy. No activities unrelated to the purpose of the forum or the purpose for which a room or area is designated or has been reserved, shall take place in or at the Hawk facility.

ii. The Hawk's useable space available for private events, as described above, and uses under d. or e. below shall be regulated as Limited Public Forums for the purpose of providing space for private events such as birthday parties, wedding or baby showers, theme parties, receptions, reunions, business meetings, banquets, and other social gatherings or uses under d. or e. below.

b. Facility Manager. Applications shall be made to the Department of Special Services.

~~c. Scope of Use. To the extent that rooms are reserved at the Hawk, the User, the User's Representative and the User's invitees shall contain their activities to the interior of the reserved room, and shall not use hallways or other common areas of the facility in connection with their event.~~

d.c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Hawk, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.

e.d. Religious Uses. Rooms in the Hawk may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs

f.e. Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.

g.f. Food and Beverage. All Users shall utilize the Hawk's in-house caterer and bartender for food and beverage service. In the event the Hawk's in-house caterer is unavailable, the User may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.

h.g. Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 30 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.

i.h. Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

C. Parks.

1. Forum Designation and Permitted Uses. City Parks are open as a Traditional Public Forum (to the extent that they are open-air and not designated for specific uses such as sports facilities/fields and reservation-based picnic shelters), subject to the Rules and Regulations established in Chapter 19 of the Farmington Hills Code of Ordinances, all other applicable ordinances, statutes, and regulations, including but not limited to those pertaining to disturbing the peace, noise, and nuisance, and to the requirements and restrictions set forth in this Subsection VII.C.

2. Facility Manager. Applications for reservation-based park facilities are to be made to the Department of Special Services.

3. Scope of Use. Users of City Parks shall conduct their activities so as to not disrupt the operations of portions of parks designated for specific purposes,

including but not limited to: baseball, soccer, and other athletic fields; skate park; archery range; nature center; and golf course.

4. Fee-Based Reservation Park Facilities. The following park facilities are available on a first-come first-served fee-based basis, subject to the terms of this Policy and the following rules and regulations:

a. Heritage Park Shelter-Specific Rules and Regulations:

- i. Shelters are reserved in one-hour intervals. Shelters shall not be reserved or used earlier than 9am or later than sunset.
- ii. Reservations are for the shelter and/or fire pit only. Park equipment, volleyball courts, and other park facilities are not available for use, and are open to the general public on a first-come-first-served basis.
- iii. Outside equipment such as inflatables, mechanical rides, amplified sound systems, etc., are not permitted.
- iv. Portable propane grills are prohibited. Users may use the City-provided charcoal grills on-site, but Users are responsible for providing their own charcoal.
- v. If the reservation includes electricity, it includes 2 circuits, 15 amps each. The User must provide heavy-duty extension cords.
- vi. On-site water faucet is not drinkable water and is for park staff use only.
- vii. Receipt must be retained during reservation by the User and presented to park personnel upon request. Trash pickup and other cleanup duties are to be performed by the User. Therefore, the shelter must be left in the condition in which it was found. The site will be inspected by park personnel at the end of the rental period.
- viii. The Splash Pad is a Memorial Day through Labor Day operation. Its operating hours are 10am to 8pm, weather dependent.
- ix. Users are required to obtain permission from the Facility Manager or the Facility Manager's designee to have catering, but the caterer must be properly licensed by Oakland County.

- x. Balloons are not permitted, as they pose a choking hazard to wildlife and clog the Splash Pad drain.
 - xi. A full refund (less administrative fee) will be issued if the reservation is canceled more than 30 days from the reservation date. A 50% refund will be issued if the reservation is canceled 30 days or less from the reservation date. Refunds will only be issued in the event of severe weather as determined in the discretion of the Facility Manager.
- b. Stables Art Studio, Caretakers Farmhouse, Day Camp/Nature Center/Riley Archery Range and Skate Park:
- i. These facilities shall not be reserved or used earlier than 9am or later than sunset.
 - ii. Reservations are only for the specific facility that has been applied for. Equipment, volleyball courts, playground areas, and other areas in the park are not available for use (except as provided in this Policy) and are open to the general public on a first-come-first-served basis.
 - iii. Outside equipment such as inflatables, mechanical rides, amplified sound systems, etc., are not permitted.
 - iv. Receipt must be retained during reservation by the User and presented to park personnel upon request.
 - v. Trash pickup and other cleanup duties are to be performed by the User. Therefore, the facility must be left in the condition in which it was found. The site will be inspected by park personnel at the end of the use. Users are required to obtain permission from the Facility Manager or the Facility Manager's designee to have catering, but the caterer must be properly licensed by Oakland County.
 - vi. Balloons are not permitted outside.
 - vii. A full refund (less administrative fee) will be issued if a reservation is canceled more than 30 days from the reservation date. A 50% refund will be issued if a reservation is canceled 30 days or less from reservation date. Refunds will only be issued in the event of severe weather as determined in the discretion of the Facility Manager.

- c. Fields (Games and Practices). The following requirements and regulations shall apply to reservations of park fields for games and practices:
- i. All field users are required to submit a Field Guideline Application prior to reserving a field.
 - ii. Field hours are from 8:00 a.m. to sunset.
 - iii. Prospective field Users are classified into two groups: Group I (non-profit organizations including YMCA, Civic Organizations, and homeowner associations; and private groups or teams consisting of at least 60% Farmington Hills residents); and Group II (for-profit organizations, non-community groups, and non-residents).
 - iv. Group I non-profit organizations must supply their tax exempt number.
 - v. Groups I and II may be offered block scheduling (i.e. reserving fields for the entire season as opposed to a weekly basis) by completing a Field Use Reservation Form and submitting for review to the Facility Manager.
 - vi. Group I block scheduling occurs May 15th for Spring/Summer and July 15th for Fall.
 - vii. Group I and II can reserve fields by May 15th.
 - viii. All reservations that require dragging and lining of fields must be made 3 days prior to field use.
 - ix. Field use is permitted May 15th through October 15th, weather permitting.
 - x. During the period of the reservation and field use, the individual or organization shall procure and maintain a General Liability insurance policy in accordance with this Policy.
 - xi. Inclement weather may result in the cancellation of field use.
 - xii. Field Use Permits will be issued upon approval of a requested reservation for the use of any athletic facility.
 - xiii. The Field Use Permit must be carried with the permit holder at all times during the event.

- xiv. The Field Use Permit only assures use of the field permitted and not exclusive use of the park or other fields.
 - xv. Permit holders are responsible for those attending the outing. Permit holders and their participants and those attending their outing shall abide by all City and park ordinances and rules.
 - xvi. No refunds will be given after fields have been reserved.
- d. Fields (Tournaments). The following requirements and regulations shall apply to reservations of park fields for tournaments:
- i. During the period of the reservation and field use, the User shall procure and maintain a General Liability insurance policy in accordance with this Policy.
 - ii. The User will not charge a parking fee, however it may charge an entrance fee.
 - iii. Outside concessions and vendors are not permitted unless the User has obtained approval from the Facility Manager or the Facility Manager's designee. Any food vendor approved by the Facility Manager or the Facility Manager's designee must be properly licensed by Oakland County.
 - iv. The User shall provide tournament game schedule and field set up information a minimum of one week prior to the event to the Department of Special Services.
 - v. The amounts of a non-refundable deposit and all fees and charges for field reservations shall be established by the Facility Manager. The deposit is due at the time of reservation. Full payment of all fees for the reserved fields must be made a minimum of 10 working days after the event, check payable to Farmington Hills Recreation and sent to: Costick Center, Attn: Field Reservations, 28600 Eleven Mile Road, Farmington Hills, MI 48336.
 - vi. Baseball tournament teams are not permitted to use soccer fields.
 - vii. User and its participants and guests shall abide by all City and park ordinances and rules.
 - viii. The User shall provide the name and daytime phone number of the event's on-site contact person.

- ix. Users may rake a baseball field, but shall not use any mechanical devices or vehicles for said purpose.
- x. Inclement weather may result in the cancellation of field use.

D. Facilities Not Available for Use by Outside Groups/Individuals. The following City facilities and properties, or portions thereof, are Non-Public Forums. No space within these facilities is available for fee-based or non-fee-based use, and no portion of these facilities nor any portion of their premises that is not entitled to regulation as a Traditional Public Forum is intended to be opened as forums for activities unrelated or disruptive to the purpose of the facility.

1. Fire Stations 1, 2, and 4
2. Fire Station 3 (to the extent that it is separated from the Jon Grant Community Center).
3. Police Department Building
4. 47th District Court
5. Department of Public Works Facility (including outbuildings)
6. Farmington Hills Golf Club, except for golf outing fundraisers.
 - a. Note: The restaurant within the Farmington Hills Golf Club is operated by a private entity pursuant to a concession agreement with the City. Any decisions made by that entity pursuant to its independent operating procedures and in compliance with applicable public accommodations law in furtherance of its business purpose shall not be construed as manifesting an intent of the City to confer public forum status on any portion of the Farmington Hills Golf Club property.
7. Park and Golf Maintenance Facility.
8. Interior areas of the Amphitheater at Heritage Park depicted on the attached map.
9. City Hall, except City Hall meeting rooms, Council Chambers, and the hallway outside Chambers are Limited Public Forums during public meetings held by City Council and other City government public bodies subject to rules established by City Council or such other public bodies applicable to those areas.
- 9.10. Any other facility not identified in this Policy as a Traditional Public Forum or Limited Public Forum.

VIII. Repealer, Conflicts, and Severability.

- A. Prior Facility Use Policies Repealed. This Policy amends, restates and supersedes any and all prior facility use and political activities policies adopted by the City Council. Any prior facility use and political activities policies are hereby repealed.
- B. Conflicts. If any provision of this Policy is inconsistent or conflicts with the City Code of the City of Farmington Hills, or any other binding state or federal statutes, regulations, or law, this Policy shall be superseded to the extent that it conflicts with those statutes, laws, ordinances, regulations, or other laws.
- C. Severability. In the event that any of the terms or provisions of this Policy are held to be partially or wholly invalid or unenforceable for any reason whatsoever, such holding shall not affect, alter, modify, or impair any of the other terms, provisions or covenants of this Policy or the remaining portions of any terms, provisions or covenants held to be partially invalid or unenforceable.

DRAFT

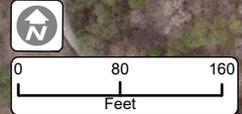
Heritage Park Amphitheater (Interior)



Amphitheater

Traditional Public Forum

Farmington Rd



SOURCE: City of Farmington Hills GIS, 2025
Oakland County GIS, 2025



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

DATE: 03/03/2025

DEPT: Communications and Community Engagement

RE: AWARD OF PROPOSAL FOR THE DEVELOPMENT OF CITY'S BRANDING GUIDELINES

ADMINISTRATIVE SUMMARY

- Request for proposals (RFP's) were advertised, distributed on the MITN e-procurement site, publicly opened and read aloud on December 10, 2024, for branding services. Notification was sent to 1,871 vendors, (including 744 that hold the classification of minority owned, woman owned, veteran owned, disabled, disadvantaged or service disabled) with 32 responding.
- In today's world, branding guidelines for a municipality are essential because they create a consistent and unified visual identity that reflects the community's values, mission, and vision. These guidelines ensure that all communications, marketing materials, and public-facing content are aligned, making the municipality easily recognizable and fostering trust with residents, businesses, and visitors. A clear and cohesive brand helps the city stand out, strengthens its reputation, and enhances its ability to engage with different stakeholders. Well-defined branding also supports more effective marketing efforts, improves community pride, and can attract investment and tourism.
- The goal is to develop branding guidelines that create a strong, recognizable brand resonating with community members, businesses, and visitors. This initiative will enhance the Communications Department's marketing, video services, and social media efforts, ensuring a consistent, professional image across all platforms.

Note: The City's existing green logo will remain as part of the branding framework, and the new guidelines will build upon it to establish a broader visual identity and sub-brands (e.g., The Hawk, Makerspace, Cultural Arts, etc.).

- An evaluation committee, consisting of members from Communications, and Community Engagement Departments, and Central Services vetted each firm based on their background, experience, ability to perform the requested functions, technical expertise, credentials, and references. Following the initial evaluation, the committee shortlisted five firms as indicated on the following tab sheet.
- The evaluation committee determined that Destination by Design is the most qualified firm to meet the City's specific requirements. With nearly 15 years of experience and a portfolio of over 150 municipal projects, their pricing is competitive, they demonstrated a strong knowledge of current trends and best practices, using a research-based approach that combines data-driven insights with stakeholder engagement to build consensus.



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

- They are experienced in creating comprehensive brand strategies, enhancing existing brands, and developing sub-brands. Their understanding of City operations and initiatives was clear, and they have worked with several municipal clients.
- Their references were positive, and staff is confident that **Destination by Design** will be a trusted partner for the Communications team.
- The Branding project will include: (1) Discovery, Analysis, and Stakeholder Engagement; (2) Brand Strategy and Positioning; (3) Logo and Visual Brand and Sub-brand Development; and (4) Implementation to create Farmington Hills' official branding style guide.
- Funding for this service is provided in the Communications and Community Engagement's contractual services account.

RECOMMENDATION

Based on the above, it is recommended that the City Council authorize the City Manager to issue a purchase order to Destination by Design for \$70,000 for City's Branding Guidelines.

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Prepared by: Vickie Winn, Director of Communications and Community Engagement
Reviewed by: Nikki Lumpkin, Senior Buyer
Reviewed by: Michelle Aranowski, Director of Central Services
Approved by: Gary Mekjian, City Manager

TABULATION SHEET FOR ALL COMPANIES (NEXT PAGE)



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

	Company Name	City State	Proposal Review	Interview Scores	Final Score Phase 1 & 2
1	Destination by Design	Boone, NC	94	100	194
2	Yellow Lime Creative	Holland, MI	98	94	192
3	HUB Collective	Portland, OR	92	99	191
4	Acevox	Norwalk, CA	94	80	174
5	The Yaffe Group	Southfield, MI	92	73	165
6	Frankel	Gainesville, FL	96		
7	Truscott Rossman Group	Lansing, MI	92		
8	Guide Studio	Solon, OH	89		
9	BC Design Haus	Pasadena, CA	89		
10	Trapani Communications	Midland, MI	89		
11	Aimclear	Duluth, MN	88		
12	King Media	East Lansing, MI	88		
13	Redhead Creative Consultancy	Lansing, MI	87		
14	Muse Marketing*	Denver, MI	87		
15	Setsail Interactive	Beaverton, OR	87		
16	Crimson	Detroit, MI	86		
17	Hadrouit	Farmington Hills, MI	86		
18	Eddy Alexander	Roanoke, VA	85		
19	TMV Group	Milford, MI	85		
20	American Eagle Co. (DBA - Q+M)	Ann Arbor, MI	84		
21	Friday Partners, LLC	Eureka, CA	82		
22	Factory Detroit, Inc.	Troy, MI	81		
23	Boileau and Co	Holland, MI	81		
24	Moncur Associates	Southfield, MI	81		
25	Recess Creative	Cleveland, OH	80		
26	Gravity Switch	Holyoke, MA	79		
27	Roy Public Affairs	Detroit, MI	76		
28	Thoma Thoma	Little Rock, AR	75		
29	Strive Creative	Ferndale, MI	71		
30	Trillium Teamologies, Inc.	Royal Oak, MI	67		
31	Go Outdoor Amenities	Melbourne, FL	64		
32	Carbon3Sixty, Inc.	Chicago, IL	63		

**MINUTES
CITY OF FARMINGTON HILLS
FARMINGTON HILLS CITY COUNCIL
CITY HALL – COMMUNITY ROOM
FEBRUARY 24, 2025 – 6:00PM**

The study session meeting of the Farmington Hills City Council was called to order by Mayor Rich at 6:00pm.

Council Members Present: Aldred, Boleware, Bruce, Dwyer, Knol and Rich

Council Members Absent: Bridges

Others Present: City Manager Mekjian, Assistant City Manager Mondora, City Clerk Lindahl, Directors Kettler-Schmult, Rushlow, and Schnackel, and City Attorney Joppich

DISCUSSION ON PUBLIC ART FUNDING OPTIONS

Referencing the February 24, 2025 memorandum *Public Art Funding Options*, City Manager Mekjian noted that public art was identified as a goal during the January 24, 2025 goal-setting session. Support for public art and its relationship to placemaking in the community was reinforced with the adoption of the Master Plan for Future Land Use that was adopted in August 2024. The topic was further discussed during two City Council study sessions held on July 8, 2024 and October 28, 2024. Council discussion included concerns about potential negative impacts of any public art requirement involving developers. However, after gathering input in October, the feedback suggested that similar initiatives in other communities have not deterred redevelopment. The latest version of the proposal has been developed with greater involvement from the Planning and Community Development Department and the City’s planning consultants, with a focus on funding mechanisms.

Director Kettler-Schmult noted that at past meetings there was general consensus on incorporating public art as an optional feature in Planned Unit Development (PUD) projects, though the frequency of such developments in the future remains uncertain. She emphasized the need for a consistent approach to funding public art initiatives across both public and private developments to ensure a cohesive and sustainable program.

Referencing the Giffels Webster Public Art Funding Options memo dated February 13, 2025, Planning Consultant Bahm guided Council’s discussion on potential funding sources for a public art program. The memo outlined five potential funding options, providing examples along with their respective advantages and disadvantages:

1. General Fund
2. Percent of Capital Improvement Projects
3. Percent of Private Development Projects
4. Grants
5. Crowdfunding and Community Fundraising

A table showing suggested funding source; percentage of contribution; threshold/range; and maximum contribution was included in the Giffels Webster report.

Discussion included:

- Successful programs typically adopt a blended approach, allowing for flexibility and adaptability as the program grows.
- A key point of discussion was the implementation of a “percent-for-art” ordinance, which would require developers of significant projects to allocate a portion of their budget to public art. The discussion acknowledged that such ordinances offer flexibility, with many communities setting lower percentages for smaller projects and increasing the requirement for larger developments. Pairing private sector contributions with public investment creates a fair and consistent approach, demonstrating the city's commitment to public art.
- Council also discussed how capital improvement projects could incorporate art funding. Ann Arbor’s model, which initially allocated one percent of the total capital improvement budget for public art before shifting to a project-by-project approach, was cited as an example. A threshold for projects eligible for art funding was suggested, with a cap of \$200,000 annually. While general fund dollars could support public art, enterprise funds, such as those used for water and sewer projects, would not be eligible.
- Council generally supported a phased approach, starting with modest funding commitments and refining the program over time. Whatever approach was used, it should ensure financial sustainability while remaining flexible.
- The use of tax capture from the Corridor Improvement Authority (CIA) was also discussed as a targeted funding source for public art in the Grand River corridor.
- As already mentioned, there was broad support for incorporating public art into Planned Unit Developments.
- As in prior meetings, some council members were hesitant about requiring private developers to contribute a set percentage toward public art. Concerns were raised about the potential impact on development and whether such a requirement could deter investment.
- An alternative suggestion was to allow developers to contribute to a public art fund rather than requiring installations on their properties, similar to the city’s approach to tree funds. This approach would provide flexibility in placing art in locations where it would have the most public visibility and impact.
- Council appeared to favor starting with small-scale initiatives, such as using crowdfunding and community fundraising to build excitement and gauge public interest in public art. Successful examples from other cities, including downtown Farmington’s pocket park project, were referenced as models for engaging the community. Locations such as the Hawk and Heritage Park were suggested as potential sites for initial public art projects funded through these grassroots efforts.
- The Arts Commission should play a central role in guiding public art efforts and providing expertise on placements and project selection.
- The need for a coordinated, well-planned approach to public art was emphasized, with members suggesting an Arts Master Plan to ensure consistency and strategic placement of installations.
- While Council remained cautious about mandating developer contributions, they acknowledged that policies could be adjusted based on feedback from the development community and changes in economic conditions. The discussion emphasized the need to establish a funding framework first, with implementation details and an overall master plan to follow.
- Council debated the appropriate level of funding, with some advocating for a cautious, incremental approach to avoid diverting funds from other community priorities, while others emphasized that the city is significantly behind – a decade behind – in public art compared to neighboring

communities. It was noted that relying solely on small contributions would not be sufficient to make a meaningful impact.

- The conversation also touched on how to formalize funding mechanisms. Options included establishing a public art fund as already mentioned, where collected fees would be allocated for projects, as well as incorporating public art requirements into ordinances or fee resolutions that could be adjusted over time. The Southfield model, which allows developers to either install artwork on their property or contribute to a fund, was referenced as a potential template. There was discussion about ensuring transparency in how funds are collected and used, with an emphasis on showcasing completed projects to build public awareness and support.
- Legal considerations were raised, particularly regarding the constitutional implications of requiring private developers to allocate funds for public art. The City Attorney and Council discussed the need for careful drafting of any ordinance to avoid over-regulation.
- Council suggested a tiered approach, exempting small projects and non-profits while applying a percentage-based contribution for larger developments. A proposal was floated to set the contribution at half of one percent for developments between \$1 million and \$10 million, with a cap of \$50,000. However, some members were hesitant about setting firm amounts before fully establishing a public art fund and gaining more experience with implementation.
- Overall, the discussion reflected seeking a balance between ensuring a steady funding stream for public art while avoiding undue burdens on developers. Council agreed that flexibility should be built into the program, allowing developers to choose between on-site installations and contributions to a public art fund. Further discussion would be needed to refine contribution levels, legal frameworks, and how to effectively launch and promote public art initiatives in the city.

The following next steps were suggested:

1. **Public Art in PUDs:** Suggest language that will require public art in Planned Unit Developments (PUDs), either through on-site installations or contributions to a public art fund. Alternatively, draft language could include public art as one of several acceptable public benefits, allowing for negotiation on a case by case basis.
2. **Corporate Feedback:** Mayor Pro Tem Dwyer suggested visiting with the top ten corporations in the City to assess support for private sector contributions to public art. He offered to visit these businesses in person, along with the Assistant City Manager and perhaps one other person.

Other items that remain topics of interest include:

1. **Public Art Fund:** Establish a public art fund to pool contributions from developers and other sources.
2. **Flexible Requirements for Private Development,** including a tiered approach that exempts smaller projects and non-profits while setting percentage-based contributions for larger developments.
3. **Integration with Architectural Enhancements:** Developers may be allowed to fulfill public art requirements through high-quality design and aesthetic improvements.
4. **Incremental Funding Approach:** Start with modest funding commitments and refine the program over time to ensure sustainability.
5. **Community Engagement:** Crowdfunding and community fundraising may be considered for initial projects to gauge public interest.
6. **Arts Commission Role:** The city's Arts Commission can provide expertise in selecting and placing public art.

7. **Legal Review:** The city attorney will provide guidance on structuring an ordinance and/or policies to ensure compliance with property rights laws.
8. **Further Study and Refinement:** The council will revisit private development contributions after additional research and stakeholder feedback

PRESENTATION FROM MAKE FOOD NOT WASTE

Director Rushlow introduced the discussion, explaining that the city has been working with Make Food Not Waste since September 2023 to explore strategies for reducing food waste. The initiative aligns with upcoming changes in materials management plans at the county level and the state's goal of cutting food waste in half by 2030. Director Rushlow emphasized the importance of establishing a blueprint to guide local efforts and turned the presentation over to Make Food Not Waste Executive Director Danielle Todd, who provided background on the issue.

Mike Csapo from RRRASOC (Resource Recovery and Recycling Authority of Southwest Oakland County) and Stephanie Osborn from Giffels Webster were also present.

Ms. Todd explained that Make Food Not Waste is a Detroit-based nonprofit focused exclusively on food waste reduction. The organization operates kitchens that transform food that would otherwise be discarded into meals and recently launched the "Every Bit Counts" program to address food waste more broadly. Approximately 40 percent of all food produced is wasted, making up about 25 to 30 percent of landfill content, where it releases methane, a harmful greenhouse gas. Reducing food waste is one of the most effective and cost-efficient strategies for combating climate change, as well as a way to conserve resources and reduce food insecurity.

At both the state and federal levels, policies support reducing food waste, but Michigan's Healthy Climate Plan currently lacks specific strategies for achieving its goal of a 50 percent reduction by 2030. Given that most food waste in Michigan originates in southeast Michigan due to its high population density, Ms. Todd suggested that focusing efforts on the region's 15 most populated cities could provide the greatest impact. Those cities alone produce approximately 750 million pounds of food waste annually, making them a key area for targeted reduction efforts.

To explore the feasibility of large-scale food waste reduction, Make Food Not Waste proposed a pilot study focusing on a single city to assess costs, logistics, and necessary resources. The Michigan Department of Environment, Great Lakes, and Energy (EGLE) funded a 2024 study in Southfield, which engaged 17 local and national partners to analyze best practices. The study prioritized food waste prevention and recovery, with composting as a secondary component. The goal is to use the findings from Southfield to develop a scalable model that can be expanded to other cities in the region, ultimately contributing to the state's broader food waste reduction efforts.

The implementation of food waste reduction efforts will primarily be handled by the partner organizations involved in the planning phase, with cities playing a supportive role. The Southfield blueprint has been completed, and efforts are now focused on securing funding for its implementation while simultaneously developing similar plans for Farmington Hills, Canton, Livonia, Westland, and Dearborn. The goal is to complete these plans by late summer, after which funding will be sought through state, corporate, and private sources. Future expansion will target additional cities, starting with Ann Arbor and moving toward communities on the east side of Detroit.

The planning framework follows recommendations from the Environmental Protection Agency (EPA), prioritizing strategies that provide the highest environmental and financial benefits, such as preventing food waste before it occurs.

Addressing concerns about ordinances that prohibit feeding animals, Ms. Todd clarified that any food directed toward animal consumption would be collected and sent to farms rather than be distributed by individuals.

The broader materials management planning process at the county level is incorporating food waste reduction efforts, and several smaller cities, including Novi, Royal Oak, and St. Clair Shores, have expressed interest in joining the initiative.

A key component of the project is public education to help residents and businesses reduce food waste, manage expiration dates more effectively, and make better use of purchased food. Council expressed interest in adding educational materials to the city's website to help residents develop these skills, which were once taught in home economics courses but are now less commonly known or practiced. The discussion also highlighted the financial benefits of reducing food waste, as minimizing discarded food saves money for both households and businesses.

From a waste management perspective, composting is an important but complex aspect of the initiative. The county's materials management planning process will need to ensure that there are sufficient facilities to handle food waste at scale, such as the Spurt composting facility in Wixom.

The need for patience and thoughtful local planning was emphasized, as well as resident input, to develop a system that aligns with best practices and emerging state regulations.

The discussion concluded with an emphasis on engaging schools and businesses in food recovery efforts, such as reinstating "sharing tables" in schools where uneaten food can be set aside for those in need.

Director Rushlow said that next steps include distributing surveys to Farmington Hills residents and businesses to gather feedback that will help shape the city's food waste reduction plan, which is expected to be drafted by June.

ADJOURNMENT

The Study Session meeting was adjourned at 7:24pm.

Respectfully submitted,

Carly Lindahl, City Clerk

MINUTES
CITY OF FARMINGTON HILLS
CITY COUNCIL MEETING
CITY HALL – COUNCIL CHAMBER
FEBRUARY 24, 2025 – 7:30 PM

The regular session meeting of the Farmington Hills City Council was called to order by Mayor Rich at 7:34PM.

Council Members Present: Aldred, Boleware, Bruce, Dwyer, Knol, and Rich

Council Members Absent: Bridges

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

PLEDGE OF ALLEGIANCE

Allison and John Piggott, children of Interim Police Chief Piggott, led the pledge of allegiance.

APPROVAL OF REGULAR SESSION MEETING AGENDA

Council Member Knol requested that item 6 be postponed to the March 3, 2025 meeting in order to allow time for revisions to ensure the ordinance language is clear and accurately reflects the intent of expanding designated areas in Heritage Park for signature collection.

MOTION by Knol, support by Dwyer, to approve the agenda as amended, postponing item 6 to the March 3, 2025 meeting.

MOTION CARRIED 6-0.

ANNOUNCEMENTS/PRESENTATIONS FROM CITY BOARDS, COMMISSIONS AND PUBLIC OFFICIALS
OAKLAND COUNTY TREASURER'S OFFICE FORECLOSURE PREVENTION

Mayor Rich read the notice from Robert Wittenberg, Oakland County Treasurer, regarding Oakland County Treasurer's Office Foreclosure Prevention:

"The Oakland County Treasurer's Office is in the final stretch of our foreclosure prevention efforts. The tax foreclosure deadline for the 2022 and/or prior year taxes is on March 31, 2025. That means if these taxes aren't paid off by March 31st or any interested party hasn't entered into a repayment schedule with the Treasurer's office by then, the property will be foreclosed.

"Since December of 2024, the Treasurer's office has conducted over a thousand Taxpayer Assistance Meetings to assist taxpayers with keeping their properties by working with them to get on a repayment schedule and/or by identifying resources that may be beneficial to them and their situation. We are here to help and strongly encourage taxpayers to contact us before the tax foreclosure deadline if they have delinquent taxes for 2022 and/or prior tax years. Taxpayers interested in scheduling a Taxpayer Assistance Meeting may call us at 248-858-0611 or they may visit www.oakgov.com/treasurer."

EMERGENCY PREPAREDNESS COMMISSION TIP OF THE MONTH

Emergency Preparedness Commission members Sean Thomas and Michael Sweeney noted that February is National Heart Month in Michigan and emphasized the importance of learning CPR (Cardiopulmonary Resuscitation) to help save lives during heart attacks. The Farmington Hills Fire Department offers free CPR, AED, and Stop the Bleed training classes on the fourth Thursday of most months. These classes are free for Farmington Hills residents, with a small fee for non-residents and an additional charge for certification. The training, conducted by professional firefighters, is held at Fire Station No. 4 on Drake Road. Residents are encouraged to register by emailing fdevents@fhgov.com or calling 248-871-2800. Having CPR training can help save lives and improve recovery outcomes for those experiencing a cardiac event.

CORRESPONDENCE

Council Member Boleware acknowledged receiving emails from residents regarding petition signature gathering. She also received multiple emails regarding the Costick Center, with residents urging the City Council to listen to their concerns and requesting that consultants engage directly with seniors who use the facility. Additionally, she received a request from Mr. Greenwood seeking clarification on voter participation data and whether his voting choices could be identified. She will forward this inquiry to the City Clerk. Lastly, a member of an adult cycling group submitted recommendations to improve crosswalk safety for cyclists, which she will forward to the City Manager.

Mayor Rich had also received an email regarding the Costick Center, which she forwarded to the City Manager.

Mayor Rich noted that Council received an email from Mr. Tom DeWard regarding transparency and public comment practices. Mayor Rich informed him that all council meetings are televised, livestreamed, and available on the City's YouTube channel.

CONSENT AGENDA

MOTION by Knol, support by Bruce, to approve consent agenda items 7 through 13.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: BRIDGES
Abstentions: NONE

MOTION CARRIED 6-0.

CONSENT AGENDA ITEMS FOR DISCUSSION

None.

COUNCIL MEMBERS' COMMENTS AND ANNOUNCEMENTS

Council Member Bruce said he would be having his monthly coffee hour at Panera Bread at Halsted and 12 Mile at 10:00am on Saturday and invited anyone who wanted to discuss issues in the City to join him.

Mayor Rich said that over 40 couples representing over 1,000 years of marriage participated in the "I DO STILL" vow renewal at Longacre House, with WNIC providing coverage.

The next “Walk the Hawk” will be Tuesday, March 4, at noon, on the third floor of The Hawk.

CITY MANAGER UPDATE

City Manager Mekjian provided the following update:

- He has followed up relative to the email forwarded from the Mayor regarding the Costick Center. He noted that the City’s consultants are involved and engaged, and their engagement with the seniors who use the Costick Center is part of their contract. A member of the consultant team will be at tomorrow’s Commission on Aging meeting. City Administration has committed to put alternatives before Council by the end of the fiscal year, July 1, 2025 regarding next steps relative to the Costick Center.
- He thanked Public Services crews for their work clearing snow from major and local roads last weekend.
- He noted that cold and flu season has impacted the community and shared that a city employee contracted pneumonia, which was later transmitted to a family member who, due to underlying health issues, sadly passed away. He expressed appreciation for the strong support provided by the Farmington Hills team to their colleague during this difficult time. Recognition was also given to the Police Benevolent Fund for its contribution toward the family's funeral arrangements, with special thanks to Council Member Dwyer and others involved.

NEW BUSINESS

CONSIDERATION OF APPROVAL OF APPOINTMENT OF JOHN PIGGOTT TO CHIEF OF POLICE. CMR 2-25-24

MOTION by Bruce, support by Dwyer, that the City Council of Farmington Hills hereby approves the appointment of John Piggott as Chief of Police, pursuant to the recommendation of appointment by City Manager, Gary Mekjian.

Mayor Pro Tem Dwyer expressed support for the appointment of new Police Chief Piggott, noting that he had the privilege of hiring him 29 years ago and strongly supported his promotion. He commended Chief Piggott’s leadership, dedication, and deep connection to both the department and the community, highlighting his extensive training, education, and progression through the ranks from cadet to deputy chief. Council Member Dwyer emphasized that law enforcement is a family affair and recognized the support of the Chief Piggott’s wife and family – many of whom were present this evening – throughout his career and wished him success in his new role.

City Manager Mekjian said that the police chief is one of the most public-facing positions in the City of Farmington Hills, and it's vitally important to get the right person with the right skill set, the right temperament, and the right ability to do that.

Human Resources Director Brown provided an overview of the hiring process for the Police Chief position, emphasizing that the process was thorough, transparent, and aligned with the city's mission and values. The search included both internal and external candidates, with outreach conducted through national and local platforms to ensure broad accessibility. A structured two-phase interview process involved key stakeholders throughout the process. In phase one, a panel of stakeholders consisting of senior leaders including the fire chief, finance director, school superintendent, court administrator, and union representatives from the police department participated in the interviews. In phase two the top two candidates participated in interviews with the City Manager, Assistant City

Manager, and HR Director.

After careful evaluation, the position was offered to internal candidate John Piggott, who has demonstrated strong leadership, commitment to the city's succession plan, and the ability to uphold the city's mission and values while fostering collaboration and community engagement.

Council Members and the Mayor commended incoming Police Chief Piggott for his long and distinguished career in the city and acknowledged the legacy of his predecessors. They praised Chief Piggott's dedication to community policing, officer training, and ensuring the safety of both residents and department personnel. They expressed confidence in the Chief's ability to continue making Farmington Hills one of the safest cities in the state while providing justice for all people in the community and encouraged him to reach out for support as needed.

Council Member Boleware also affirmed her commitment to supporting the new Police Chief and ensuring he upholds the city's values and policies. However, she expressed reservations about the hiring process, citing the lack of input from residents including groups such as the Citizens Police Advisory Council, and limited interaction with Council.

Chief Piggott thanked Council and everyone who had come out this evening, including his family. He spoke to the dedication and standard of excellence of the men and women in the department and affirmed his desire to do his best in service to the Farmington Hills community.

Roll Call Vote:

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

Nays: BOLEWARE

Absent: BRIDGES

Abstentions: NONE

MOTION CARRIED 5-1.

CONSIDERATION OF APPROVAL OF AWARD OF GENERAL CONTRACTOR FOR THE FIRE STATION #5 ADDITION AND RENOVATION TO MIDWEST CONTRACTING COMPANY, LLC IN THE AMOUNT OF \$1,959,766.52. CMR 2-25-25

Fire Chief Unruh, Deputy Fire Chief Olszewski, Central Services Director Aranowski, and Heather Teeling, Lindhout Associates Architects, were present on behalf of this request for approval of award of general contractor for the Fire Station No. 5 addition and renovation.

Utilizing a Power Point presentation, Fire Chief Unruh, Director Aranowski and Consultant Teeling provided information on the award of the general contractor for the fire station addition and renovation project, funded in part by a \$3 million state grant secured in April 2024. The project aims to address overcrowding at fire headquarters, modernize facilities, and construct a dedicated Emergency Operations Center (EOC) to improve disaster response capabilities. The renovation will add 2,563 square feet of new space and update 2,899 square feet, replacing shared cubicles with individual offices, updating mechanical and electrical systems, and integrating modern audiovisual technology. After reviewing 11 competitive bids, the city selected Midwest Contracting Company for the project at \$1,866,444.30, with a 5% contingency for unforeseen issues. During construction, the fire department's

administrative staff will relocate to the third floor of The Hawk facility. Construction is scheduled to begin by April 1st and should conclude within 18-25 weeks, allowing Fire Administration to move back to Fire Station #5 before next winter.

MOTION by Boleware, support by Aldred that the City Council of Farmington Hills hereby authorizes the City Manager to issue a purchase order to Midwest Contracting Company, LLC of Fenton, MI. in the amount of \$1,866,444.30 with an additional 5% City contingency (\$93,322.22) for a total of \$1,959,766.52 for General Contractor for Fire Station #5 Addition and Renovation.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: BRIDGES
Abstentions: NONE

MOTION CARRIED 6-0.

CONSIDERATION OF APPROVAL OF APPOINTMENTS TO THE INNOVATION, ENERGY, AND ENVIRONMENTAL SUSTAINABILITY COMMISSION.

MOTION by Aldred, support by Knol that the City Council of Farmington Hills hereby confirms the Mayor's recommendation to appoint the listed individuals to the following Commission:

Innovation, Energy, and Environmental Sustainability Commission

Tony Reames	Length of Term: 3 years	Term ending: February 1, 2028
Chandra Koganti	Length of Term: 3 years	Term ending: February 1, 2028
Taimoor Khan	Length of Term: 2 years	Term ending: February 1, 2027
Ken Snodgrass	Length of Term: 2 years	Term ending: February 1, 2027
Bernard Hooper	Length of Term: 1 year	Term ending: February 1, 2026
Elliot Zelter	Length of Term: 1 year	Term ending: February 1, 2026

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: BRIDGES

Abstentions: NONE

MOTION CARRIED 6-0.

CONSENT AGENDA

RECOMMENDED APPROVAL OF AWARD OF BID FOR GRAVEL AND AGGREGATE MATERIALS TO ELLSWORTH INDUSTRIES IN AN AMOUNT NOT-TO-EXCEED THE ANNUAL BUDGETED AMOUNT, WITH APPROVED EXTENSIONS NOT-TO-EXCEED A TOTAL OF FOUR (4) YEARS. CMR 2-25-26

MOTION by Knol, support by Bruce, that the City Council of Farmington Hills hereby authorizes the City Manager to approve the required contracts and purchase orders to Ellsworth Industries for gravel and aggregate materials not-to-exceed the annual budgeted amount with one or more administration approved extensions not-to-exceed a total of four (4) years.

Roll Call Vote:

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

Nays: NONE

Absent: BRIDGES

Abstentions: NONE

MOTION CARRIED 6-0.

RECOMMENDED APPROVAL OF AWARD OF BID FOR AS-NEEDED TRANSIT MIX CONCRETE TO MESSINA CONCRETE IN THE AMOUNT NOT-TO-EXCEED THE ANNUAL BUDGETED AMOUNT, WITH APPROVED EXTENSIONS NOT-TO-EXCEED A TOTAL OF FOUR (4) YEARS. CMR 2-25-27

MOTION by Knol, support by Bruce, that the City Council of Farmington Hills hereby authorizes the City Manager to approve the required contracts and purchase orders to Messina Concrete for transit mix concrete in the amount not-to-exceed the annual budgeted amount with one or more administration approved extensions not-to-exceed a total of four (4) years.

Roll Call Vote:

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

Nays: NONE

Absent: BRIDGES

Abstentions: NONE

MOTION CARRIED 6-0.

RECOMMENDED APPROVAL OF AWARD OF CONTRACT FOR THE WOODCREEK HILLS SUBDIVISION ROAD RECONSTRUCTION PROJECT TO FLORENCE CEMENT COMPANY IN THE AMOUNT OF \$3,518,903.93. CMR 2-25-28

MOTION by Knol, support by Bruce, that the City Council of Farmington Hills hereby approves the Woodcreek Hills Subdivision Road Reconstruction Project be awarded to the lowest competent bidder, Florence Cement Company of Shelby Twp., Michigan, in the amount of \$3,518,903.93; and

IT IS FURTHER RESOLVED, the City Manager and the City Clerk be authorized to execute the

contract on behalf of the City.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: BRIDGES
Abstentions: NONE

MOTION CARRIED 6-0.

RECOMMENDED APPROVAL OF AWARD OF CONTRACT FOR THE FARM MEADOWS AND CAMELOT COURT SUBDIVISION CONCRETE RECONSTRUCTION PHASE I TO HARD ROCK CONCRETE, INC IN THE AMOUNT OF \$3,516,829.80. CMR 2-25-29

MOTION by Knol, support by Bruce, that the City Council of Farmington Hills hereby approves the Farm Meadows and Camelot Courts Subdivision Reconstruction Phase I be awarded to the lowest competent bidder, Hard Rock Concrete, Inc of Westland, Michigan, in the amount of \$3,516,829.80; and

IT IS FURTHER RESOLVED, the City Manager and the City Clerk be authorized to execute the contract on behalf of the City.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: BRIDGES
Abstentions: NONE

MOTION CARRIED 6-0.

RECOMMENDED APPROVAL OF AWARD OF CONTRACT FOR THE SINACOLA COURT INDUSTRIAL ROAD RECONSTRUCTION PROJECT TO HARD ROCK CONCRETE, INC IN THE AMOUNT OF \$965,402.71. CMR 2-25-30

MOTION by Knol, support by Bruce, that the City Council of Farmington Hills hereby approves the Sinacola Court Industrial Road Reconstruction Project be awarded to the lowest competent bidder, Hard Rock Concrete, Inc of Westland, Michigan, in the amount of \$965,402.71; and

IT IS FURTHER RESOLVED, the City Manager and the City Clerk be authorized to execute the contract on behalf of the City.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: BRIDGES
Abstentions: NONE

MOTION CARRIED 6-0.

RECOMMENDED APPROVAL OF CITY COUNCIL STUDY SESSION MEETING MINUTES OF FEBRUARY 10, 2025.

MOTION by Knol, support by Bruce, that the City Council of Farmington Hills hereby approves the City Council study session meeting minutes of February 10, 2025.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: BRIDGES
Abstentions: NONE

MOTION CARRIED 6-0.

RECOMMENDED APPROVAL OF CITY COUNCIL REGULAR SESSION MEETING MINUTES OF FEBRUARY 10, 2025.

MOTION by Knol, support by Bruce, that the City Council of Farmington Hills hereby approves the City Council regular session meeting minutes of February 10, 2025.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, DWYER, AND KNOL
Nays: NONE
Absent: RICH
Abstentions: NONE

MOTION CARRIED 6-0.

ADDITIONS TO AGENDA

There were no additions to the agenda.

PUBLIC COMMENTS

Mayor Rich reviewed the process and rules relative to public comment.

- Steve Ludwig, Farmington Hills resident, addressed various activities in the City.
- Edwin Matysiewicz, Barrington Green HOA, addressed issues relative to the ongoing cable installation by SiFi Networks. He asked that the City require SiFi installers to use turf pads under their construction equipment, so as to minimize the damage to residents' yards.

ADJOURNMENT

The regular session of City Council meeting adjourned at 8:41PM.

Respectfully submitted,

Carly Lindahl, City Clerk