

AGENDA
PLANNING COMMISSION PUBLIC HEARING/REGULAR MEETING
CITY OF FARMINGTON HILLS
JULY 16, 2026 at 7:30 P.M.
FARMINGTON HILLS CITY HALL – CITY COUNCIL CHAMBER
31555 W. ELEVEN MILE ROAD, FARMINGTON HILLS, MICHIGAN 48336
Cable TV: Spectrum – Channel 203; AT&T – Channel 99
YouTube Channel: <https://www.youtube.com/user/FHChannel8>
www.fhgov.com (248) 871-2540

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Regular Meeting**

A. SITE PLAN 55-6-2026

LOCATION:	24435 Halsted Road
PARCEL I.D.:	22-23-19-426-013
PROPOSAL:	Outdoor used motor vehicle sales, reconditioning and service in LI-1, Light Industrial District.
ACTION REQUESTED:	Site Plan Approval
APPLICANT:	Hayder Alkhafaji
OWNER:	HFR Capital, LLC

5. Approval of Minutes June 18, 2026

- 6. Public Comment**
- 7. Commissioner/Staff Comments**
- 8. Adjournment**

Respectfully Submitted,

Tanji Grant, Planning Commission Secretary

Staff Contact:

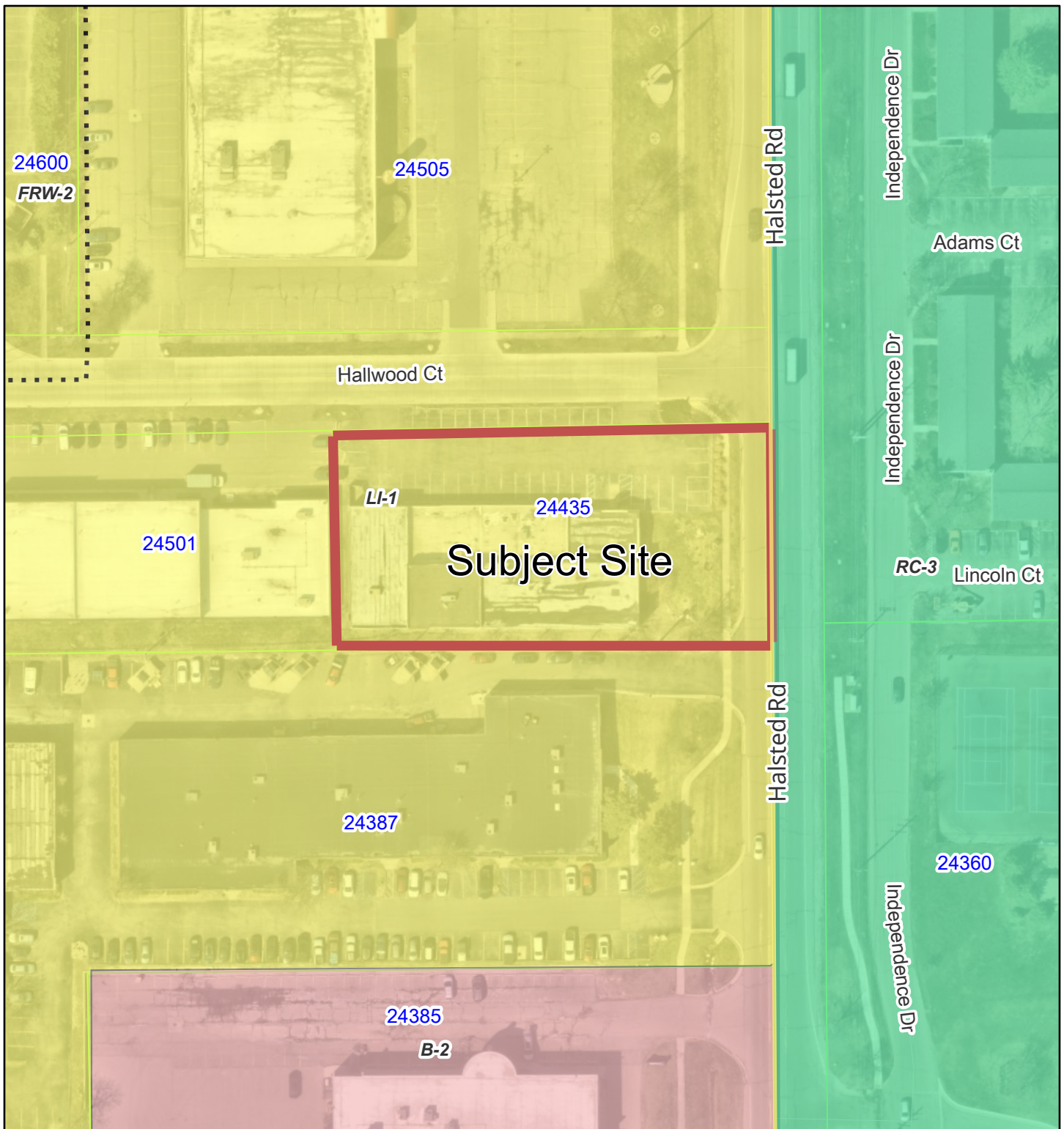
Diane Mulville-Friel
City Planner
Planning and Community Development Department
(248) 871-2540
dmulville-friel@fhgov.com

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 arrangements/accommodations will be made. Thank you.

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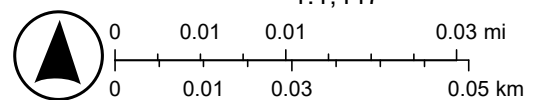
24435 Halsted - Zoning Map



7/7/2026, 11:35:31 AM

Zoning districts

LI-1	FRW-2
B-2	Tax Parcels
RC-3	



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

LI-1 Light Industrial District

A. INTENT

The LI-1 Light Industrial District is intended to accommodate wholesale activities, warehouses and industrial operations whose external physical effects, in the form of nuisance factors, are restricted to the area of the District and in no manner affect in a detrimental way any of the surrounding districts. The LI-1 District is structured to permit, along with any specified uses, the manufacturing, compounding, processing, packaging, assembly or treatment of finished or semifinished products from previously prepared material. It is further intended that the processing or raw material for shipment in bulk form, to be used in an industrial operation at another location, not be permitted.

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

B. PRINCIPAL PERMITTED USES

The following uses are permitted subject to [Section 34-3.14](#).

- i. The following uses are permitted subject to [Section 34-4.46.1](#)
 - a. [Automobile repair](#) § 34-4.31
 - b. Laboratories—experimental, film or testing, except biological laboratories engaging in genetic research
 - c. Manufacturing
 - d. Warehouse, storage and transfer and electric and gas service buildings and yards; excluding gas treatment and gas pumping stations, water supply and sewage disposal plants, and water and gas tanks and holders
- ii. [Cellular towers](#) and [cellular antennae](#) § 34-4.24
- iii. Commercial kennels
- iv. Farms
- v. Freestanding signs located within a freeway sign zone for purposes of [Section 34-5.5.3.A.xi](#)
- vi. [Primary caregivers](#) § 34-4.57
- vii. [Storage facilities for building materials, sand, gravel, stone, lumber, open storage for construction contractor's equipment, and supplies](#) § 34-4.47
- viii. Trade or industrial schools
- ix. [Vehicle wash](#) § 34-4.40
- x. Reserved
- xi. The following uses shall be permitted subject to [Section 34-4.46.2](#) and [Section 34-4.46.3](#):
 - a. Any service establishment or an office, showroom or workshop of an electrician, decorator, dressmaker, tailor, baker, printer or upholsterer; or an establishment doing radio or home appliance repair, photographic reproduction and similar service establishments that may include a retail adjunct
 - b. Banks or credit unions, savings and loan associations
 - c. Bowling alleys
 - d. Commercial outdoor recreation space
 - e. Data processing, computer centers
 - f. [Drive-in restaurants](#) § 34-4.35
 - g. [Gasoline service stations](#) § 34-4.28
 - h. [Indoor recreation facilities](#) § 34-4.19
 - i. [Laundry, drycleaning establishments, or pickup stations](#) § 34-4.25
 - j. Lawnmower sales or service
 - k. Medical offices or clinics

B. PRINCIPAL PERMITTED USES (cont.)

- l. New or used motor vehicle salesroom, showroom or office when the use is carried on within a building and open-air display of vehicles is accessory
- m. Office buildings for any of the following occupations: executive, administrative, professional, accounting, writing, clerical, stenographic, drafting or sales
- n. [Outdoor space for sale or rental of new or used motor vehicles, trailers, mobile homes, boats, recreational vehicles and other similar products](#) § 34-4.36
- o. Personal service establishments that perform services on the premises
- p. Restaurants, including fast food or carryout restaurants
- q. Retail sales of plant materials not grown on-site and sales of lawn furniture, playground equipment and other home garden supplies
- r. Other industrial uses of a similar and no more objectionable character
- xii. Accessory buildings and uses customarily incident to any of the above uses

C. SPECIAL APPROVAL USES

The following uses are permitted subject to [Section 34-3.14](#).

- i. [Automobile or other machinery assembly plants](#) § 34-4.48
- ii. Junkyards
- iii. [Lumber and planing mills and lumber cutting and other finishing processes](#) § 34-4.53
- iv. [Metal plating, buffing, polishing, and the manufacturing, compounding, processing, packaging or treatment of solvents, surface coatings, degreasing/metal cleaning materials, pesticides \(including storage\), pharmaceuticals or chemicals](#) § 34-4.50
- v. [Painting, varnishing and undercoating shops](#) § 34-4.49
- vi. [Other industrial uses of a similar and no more objectionable character](#) § 34-4.51

D. ACCESSORY USES

- i. [Electric vehicle infrastructure](#) § 34-4.55
- ii. [Outdoor space for seating areas accessory to a restaurant](#) § 34-4.32
- iii. [Parking structures](#) § 34-4.61



E. DEVELOPMENT STANDARDS

Lot Size

Minimum lot area[☐]: Not specified

Setbacks[☐]

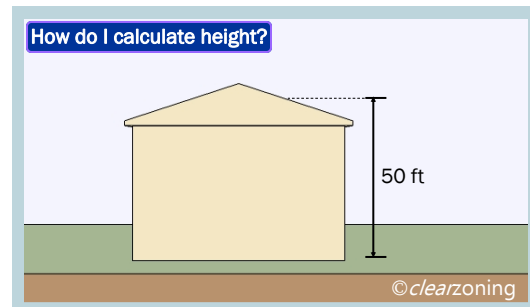
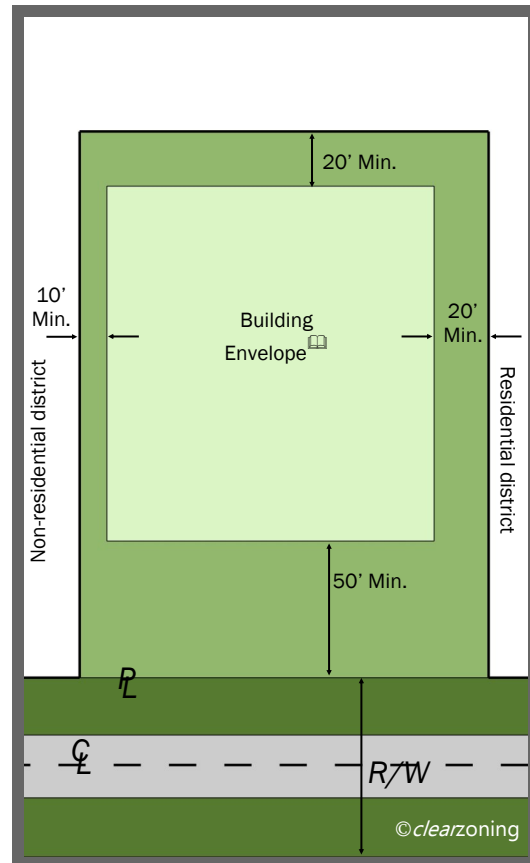
Minimum front yard setback: 50 ft
 Minimum rear yard setback: 20 ft
 Minimum side yard setback: 10 ft
 Minimum from residential district: 20 ft
 Minimum from side street: 25 ft

Building Height[☐]

Maximum building height: 50 ft
 Maximum number of stories: 3

NOTES

- For additions to the above requirements, refer to Section 34-3.5: [A](#), [M](#), [N](#), [S](#), [T](#) and [U](#).



The above drawings are not to scale.

Δ Ord. No. C-3-2021, C-9-2024, C-5-2025

SELECTED REFERENCES

3. Zoning Districts

- [General Exceptions](#) § 34-3.26
- [Planned Unit Development](#)[☐] § 34-3.20

4. Use Standards

- [Special Land Uses](#)[☐] § 34-4.20
- [Adult Businesses](#)[☐] § 34-4.21
- [Standards for Cellular Towers](#)[☐] § 34-4.24.8

5. Site Standards

- [Accessory Buildings](#)[☐] and Structures § 34-5.1
- [Off-street Parking Requirements](#) § 34-5.2

- [Off-street Parking Space Layout Standards](#) § 34-5.3

- [Off-street Loading and Unloading](#) § 34-5.4

- [Signs](#)[☐] § 34-5.5

- [Acceleration-deceleration Passing Lanes](#) § 34-5.6

- [Flood Zone Controls](#) § 34-5.8

- [Entranceway Structures](#) § 34-5.9

- [Corner Clearance](#) § 34-5.10

- [Frontage on Public Street](#) § 34-5.11

- [Fences](#) § 34-5.12

- [Access to Major or Secondary Thoroughfares](#) § 34-5.13

- [Landscape Development](#) § 34-5.14

- [Walls and Berms](#) § 34-5.15

- [Exterior Lighting](#) § 34-5.16

- [Screening of Rooftop Equipment](#) § 34-5.17

- [Tree Protection, Removal & Replacement](#) § 34-5.18

- [Pedestrian Access and Connectivity](#) § 34-5.19

6. Development Procedures

- [Site Plan Review](#) § 34-6.1

- [Notice of Public Hearing](#) § 34-6.2

- [Special Land Use and Special Approval Use Standards](#) § 34-6.3

7. Admin and Enforcement

- [Guarantee for Improvements](#) § 34-7.2

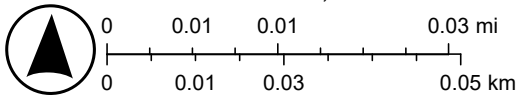


24435 Halsted - Aerial Map



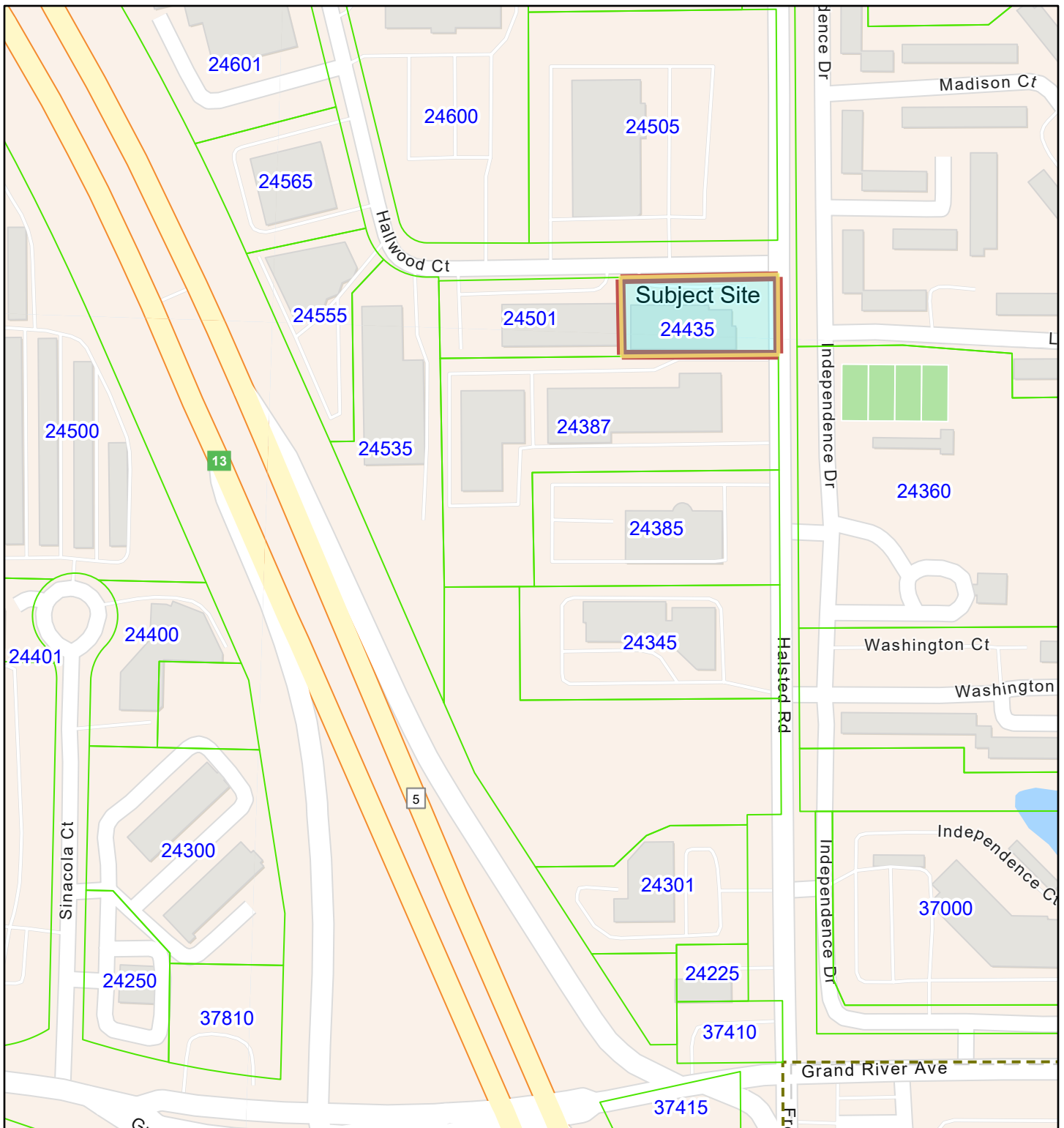
7/7/2026, 11:40:11 AM

 Tax Parcels



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

24435 Halsted - Overhead Map



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 Tax Parcels



1:4,018

0 0.03 0.05 0.1 mi
0 0.04 0.08 0.16 km

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

City of Farmington Hills, MI

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Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

Review Date	Plan Date
July 10, 2026	April 1, 2026

Site Plan Review for The City of Farmington Hills

Case: SP 55-6-2026 - Cars Experts Auto Sales and Auto Care - 24435 Halsted

Site: 24435 Halsted Road (22-23-19-426-013)

Applicant: Hayder Alkhafa

Zoning: LI-1, Light Industrial

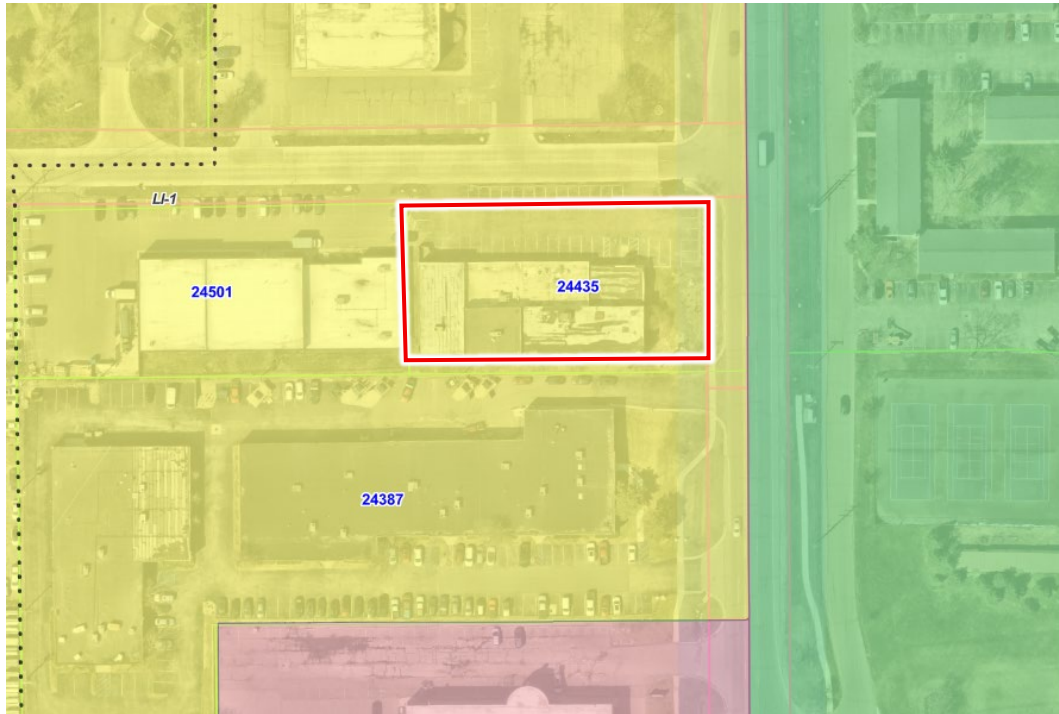
Action Requested: Site Plan Approval

Aerial Photo of Subject Site and Approximate Lot Lines



Benjamin R. Carlisle, *President* John L. Enos, *Vice President* Douglas J. Lewan, *Principal*
David Scurto, *Principal* Sally M. Elmiger, *Principal* R. Donald Wortman, *Principal* Craig Strong, *Principal*
Paul Montagno, *Principal* Megan Masson-Minock, *Principal* Laura Kreps, *Principal*
Richard K. Carlisle, *Past President/Senior Principal*

Zoning of Subject Site



SUMMARY OF FINDINGS

Existing Conditions

- 1. Zoning.** LI-1, Light Industrial District.
- 2. Existing Site.** The subject property is a corner lot comprised of one rectangular parcel that is approximately 0.73 acres (34,282 square feet) in area. The lot is 141 feet wide along Halstead Road and 243 feet wide along Hallwood Court. The principal building on the property occupies the southern portion of the site. It is one (1) story in height with a smaller mezzanine area. Property Appraiser records indicate that the building is 13,893 square feet in floor area, and that the mezzanine's floor area is an additional 343 square feet. The applicants have indicated that the property has been vacant since 2018. The building was most recently used as office and is configured for that use.

3. Adjacent Properties.

Direction	Zoning	Use
North	LI-1, Light Industrial	Indoor recreation.
South	LI-1, Light Industrial	Multi-tenant commercial building.
East	RC-3, Multi Family Residential	Residential.
West	LI-1, Light Industrial	Industrial building.

- 4. Site Configuration and Access.** The site is accessible via two (2) full movement drives from Hallwood Court. The northern portion of the site consists of a parking lot that extends beyond the

northern property line. The provided survey indicates this situation was created due to a 14-foot-wide municipal acquisition to establish a 60-foot-wide public right-of-way for Hallwood Court. In addition, the parking area extends to the east into the proposed future right-of-way for Halstead Road but not beyond the property boundaries.

Site Plan

- 1. Proposed Use.** The proposed principal use of the property is a used motor vehicle retail sales establishment with outdoor display. According to the applicant's project narrative, vehicles will be acquired at wholesale dealer auctions and prepared for retail through customary on-site reconditioning. Vehicles offered for sale will be displayed outdoors and in an indoor showroom. The applicant is proposing interior building modifications to accommodate the proposed uses. The northern half of the building will be dedicated to indoor vehicle display, sales offices, a customer waiting area, and a kitchenette. The western and southern portions of the building will be used for mechanical service, collision repair, and parts storage. The mezzanine will be used as office.

The narrative describes the proposed mechanical service, body, and paint work as follows:

- "The mechanical bays will be devoted primarily to the inspection, reconditioning, and warranty service of the dealership's own inventory and of vehicles previously sold to dealership customers.
- The body and paint area will be used predominantly to address cosmetic and minor structural items on inventory before retail listing, so that vehicles offered for sale meet customer expectations."

According to Section 34-3.1.29.B.xi.n, "[o]utdoor space for sale or rental of new or used motor vehicles, trailers, mobile homes, boats, recreational vehicles and other similar products" are a permitted use in the LI-1 District subject to Section 34-4.36. All permitted uses in the LI-1 District are subject to the requirements of Section 3.14. In addition, Section 34-4.46.2 and Section 34-4.46.3 apply to a subset of permitted uses that include outdoor space for sale or rental of new or used motor vehicle sales.

The mechanical service, collision repair, and parts storage may be permitted as accessory uses according to Section 34-3.1.29.B.xii, which permits "[a]ccessory buildings and uses customarily incident to any of the above uses" by right.

As we discuss further in this review, the site has multiple nonconforming characteristics, and does not provide the required minimum number of off-street parking spaces or an access drive with the minimum separation distance from the Halsted/Hallwood intersection. We recommend that the applicants provide the following information in order to demonstrate that the site can accommodate their proposed use with these nonconformities:

- 1) The number of employees who will be regularly on-site (per day during a typical work week).
- 2) The anticipated quantity of vehicles stored on site for sale and repair.

- 3) The State of Michigan dealership license categories that will be obtained by to operate at this site.

2. LI-1 District Development Standards and Required Conditions.

LI-1 District Development Standards (Section 34-3.1.29.E)			
Standard	Required	Existing	Proposed
Min. lot area	N/A	N/A	N/A
Min. lot width	N/A	N/A	N/A
Min. front setback	50 ft. (Halsted Road Proposed Right-of-Way) According to the Section 2.2 definition of "Front lot line," in the case of a corner lot or double frontage lot, the front lot line is the line separating such lot from the street which is designated as the front street in the plat and the request for zoning compliance permit. The Section 2.2 definition of "Setback," setbacks from a public street shall be measured from the existing or proposed right-of-way lines, whichever is greater.	Existing nonconformity. The provided site plan indicates the existing building is 52.5 ft. from the existing Halsted Road right-of-way, but approximately 27 ft. from the "assumed proposed future right-of-way line."	No changes proposed. The approximately 27 ft. setback from assumed proposed future right-of-way is an existing nonconformity.
Min. side setback	10 ft.	Complies. 13.2 ft. (South)	No changes proposed.
Min. setback from residential	20 ft.	Complies. 52.5 ft. (East)	No changes proposed.
Min. setback from side street	25 ft.	Complies. 50.2 ft. (North – Hallwood Ct.)	No changes proposed.

LI-1 District Development Standards (Section 34-3.1.29.E)			
Standard	Required	Existing	Proposed
Min. rear setback	20 ft.	Existing non-conformity. 8.5 ft. (West)	No changes proposed.
Lot coverage	N/A	N/A	N/A
Max. building height	50 ft.	Complies. Less than fifty (50) feet. Dimensions are not provided.	No changes proposed.
Max. number of stories	3 stories	Complies. One (1) story.	No changes proposed.

LI-1 District Required Conditions (Section 34-3.14)		
Standard	Required	Provided
Compliance with Chapter 17, Article VII Performance Standards (Section 34-3.14.1)	Permitted uses are subject to the noise, odor, glare, etc. performance standards listed in Chapter 17, Article VII.	Pending. Performance standards apply if approved.
Outdoor storage of materials. (Section 34-3.14.2)	Outdoor storage of materials shall be permitted in rear yard only and shall not exceed height of screening wall or berm.	N/A
Planning Commission review required. (Section 34-3.14.3)	All uses permitted in Section 34-3.1.29 shall require review and approval of the site plan by the planning commission.	Pending.
Special approval use setback from residential. (Section 34-3.14.3)	Unless otherwise provided, special approval uses shall not occupy a zoning lot which is located within three hundred (300) feet of a residential district.	N/A

Principal Permitted Uses in the LI-1 District (Section 34-4.46)		
Standard	Required	Provided
Uses conducted within building or screened from street. (Section 34-4.46.1)	Uses are permitted when conducted wholly within a completely enclosed building, or within a designated area enclosed on all sides with a six (6) foot fence or solid wall. Such wall shall be completely obscuring on those sides which front upon a street or where abutting or adjacent to districts zoned for residential use.	N/A
Permitted uses are subject to the B-3 District Section 34 3.1.25 front yard open space requirement. (Section 34-4.46.2)	50% min. front yard open space (East). $141 \times 50 / 2 = 3,525 \text{ sq.f.t.}$	Existing nonconformity. Approximately 2,300 sq. ft. of open space exists in the property's required front yard; this amount of front yard open space does not include portions of property in proposed future right-of-way along Halsted Road.
Loading space requirements applied to permitted use (Section 34-4.46.3.A)	The requirements of Section 34-5.4, Off Street Loading and Unloading shall be applied to the permitted use rather than as required in the LI-1 district	No use-specific standards. See review Section 8, Off-Street Loading and Unloading (34-5.4.3).
Section 34-5.5 B-3 District sign requirements apply. (Section 34-4.46.3.B)	The requirements of Section 34-5.5, Signs shall be as required in the B-3 General Business District rather than as required in the LI-1 district	Pending. Any proposed signs require separate review and approval.
Section 34-5.14 B-3 District canopy tree requirements apply. (Section 34-4.46.3.C)	Landscape Development regarding canopy trees in and around paved surfaces shall be as required in B-3 General Business District rather than as required in the LI-1 district.	See Section 11, Landscape Development (34-5.14).

Notes to LI-1 District Standards (Section 34-3.5)		
Standard	Required	Provided
Landscaped yards abutting streets (34-3.5.2.A)	Landscaping of all yards abutting a street shall be provided per Section 34-5.14	See comments on Section 34-3.5.2.U.
Setback from side street (34-3.5.2.M)	The setback from any side street shall not be less than twenty-five (25) feet or ten (10) percent of the width of the lot as measured from the street, whichever is the greater. Setback need not exceed the front yard setback of adjoining residential district, whichever is the greater, except that it need not exceed fifty (50) feet in any instance. 25 ft. required.	Complies. Setback from Hallwood Court is 50.2 ft.
Loading spaces (34-3.5.2.N)	Section 34-5.4 loading space requirements apply.	See review section 9, Off-Street Loading and Unloading (34-5.4.3).
Rooftop equipment. (34-3.5.2.T)	Rooftop equipment shall be screened per Section 34-5.17: Penthouse or rooftop structures for the housing of elevators, stairways, tanks, heating and air conditioning equipment and other similar apparatus shall be screened from view by a penthouse or the structure equal in height to the height of the equipment being screened, and constructed of a building material compatible with the material used in principal building. Satellite reception antennas shall be exempt from this requirement.	Existing nonconformity. Based on the provided site photos, mechanical equipment is located on the existing building's roof and is not screened. No changes are proposed.

Notes to LI-1 District Standards (Section 34-3.5)		
Standard	Required	Provided
Landscaped yard abutting street. (34-3.5.2.U)	In any yard abutting a street or freeway, a landscaped area not less than ten (10) feet deep and abutting the street or freeway shall be provided in the setback.	Existing nonconformity. The existing parking lot extends approximately fourteen (14) feet into the into the Hallwood Court right-of-way. In addition, the site's eastern parking spaces are approximately 3.3 feet from the existing Halstead Road right-of-way. No changes are proposed.

3. Use Standards for Outdoor Space for Vehicle Sales (34-4.36).

Use Standards for Outdoor Vehicle Sales (Section 34-4.36)		
Standard	Required	Provided
Areas for vehicle display (Section 34-4.36.1.A)	Areas for display of vehicles shall meet the setback requirements applicable to principal buildings within the zoning district within which the use is located.	Deficient. The two (2) proposed barrier free spaces are designated as locations for vehicle display. These spaces also encroach into the minimum fifty (50) foot setback required from Halsted Road proposed future right-of-way. The remainder of the display spaces comply with the applicable setback requirements. The site plan must be updated to indicate that the barrier free spaces will not be used for vehicle display.

Use Standards for Outdoor Vehicle Sales (Section 34-4.36)		
Standard	Required	Provided
Vehicular access to outdoor sales area (34-4.36.1.B)	Vehicular access drives to the outdoor sales area shall be located not less than sixty (60) feet from the intersection of any two (2) streets.	Deficient. The site's eastern driveway is approximately fifty (50) feet from the nearest lane edge of Halsted Road. While this is an existing site condition, the requirement applies because of the applicant's proposed use. The applicants may request a variance from the intersection offset requirement listed in 34-4.36.1.B from the Zoning Board of Appeals.

4. Dumpster Enclosure.

Dumpster Enclosure Requirements (31-5.1.3.D)		
Standard	Required	Provided
Dumpster pad/ minimum dimensions (31-5.1.3.D)	Paved dumpster location with minimum dimensions of nine (9) feet wide and six (6) feet deep, shall be provided.	Complies. A dumpster enclosure location with a minimum dimension of six (6) feet by fourteen (14) feet is shown on the plan.
Location and access (31-5.1.3.D.i)	The dumpster is located in a rear yard or interior side yard and is clearly accessible to servicing vehicles	Existing nonconformity. The existing dumpster enclosure is located in the exterior side yard adjacent to Hallwood Court. No changes are proposed.
Screening (31-5.1.3.D.ii)	Dumpsters shall be screened from view on all sides. Gates providing access shall also provide screening.	Pending. The site plan indicates that the dumpster location is enclosed by an eight (8) foot fence. Dumpster enclosure details must be provided to demonstrate that the enclosure is in good condition and provides adequate screening.
Setback (31-5.1.3.D.iii)	Dumpsters and enclosures shall be a minimum of twenty (20) feet from a residential district.	Complies. The enclosure is greater than two hundred (200) feet from the nearest residential district.

5. Parking Requirements.

Parking Requirements		
Standard	Requirement	Provided
Off-street parking spaces for motor vehicle sales and service establishments : One (1) space for each one hundred (100) square feet of usable floor space of sales room or three (3) for each one (1) auto service stall in service areas, whichever is the greater (34-5.2.10.C.viii)	4,898 sq. ft. of sales area = Forty-nine (49) spaces Four (4) service stalls = Twelve (12) spaces <i>Forty-nine (49) spaces required.</i>	Deficient. A total of thirty-nine (39) parking spaces are proposed. Three (3) existing spaces adjacent to the existing building are proposed to be removed. The site plan indicates that sixteen (16) spaces will be used to display vehicles for sale, and a total of twenty-three (23) spaces will be used for employee and customer parking. Vehicle display parking does not count towards minimum parking required. Based on the 49 spaces required the site is deficient by twenty-six (26) spaces. The Planning Commission must determine if the required off-street parking spaces may be waived. Criteria for considering parking waivers are established in Section 34-5.2.11.A.
Barrier-free parking spaces (34-5.3.3.E)	Lots with 26 to 50 spaces = Two (2) barrier free spaces.	Pending. Two (2) barrier free spaces are proposed. However, the site plan indicates they will be used to display vehicles for sale. This must be corrected.

6. Off-street Parking Dimensions (34-5.3.3.A).

Minimum Off-street Parking Dimensions (75 to 90 degree spaces)		
Use	Requirement	Provided ¹
Maneuvering Lane Width	20 ft.	Proposed and existing drive aisles are approximately

Minimum Off-street Parking Dimensions (75 to 90 degree spaces)		
Use	Requirement	Provided ¹
		twenty-three (23) feet. Complies.
Standard Space Width	9 ft.	Nine (9) feet. Complies.
Standard Space Length	20 ft., 2-foot overhang permitted	Eighteen (18) feet.

¹ Measurements are approximate and derived from scaled drawings.

7. **Circulation.** The site is accessible via two (2) full movement driveways from Hallwood Court.

8. **Off-Street Loading and Unloading (34-5.4.3).**

Standard and Requirements	Provided
On the same premises with every building, structure or part thereof involving the receipt or distribution of vehicles or materials or merchandise, there shall be provided and maintained on the lot adequate space for standing, loading and unloading in order to avoid undue interference with public use of dedicated rights-of-way. All spaces shall be laid out in the dimension of at least ten (10) by fifty (50) feet, or five hundred (500) square feet in area, with a clearance of at least fourteen (14) feet in height. Based on the gross floor area of 13,893 sq ft, one (1) loading space (10 ft x 50 ft) is required. (Section 34-5.4.3.C)	Deficient. A loading space is not designated on the plan. The applicant may request a variance from the Section 34-5.4.3.A loading space requirement.
All spaces shall be provided off-street in the rear yard or interior side yard and shall in no instance be permitted in a front yard. In those instances where exterior side yards abut an industrial district across a public street, loading and unloading may take place in such exterior side yard when the setback is equal to at least fifty (50) feet. (34-5.4.3.D)	Deficient. While a loading space may be provided in the exterior side yard, there is not adequate space to meet the fifty (50) foot setback requirement. The applicant may request a variance from the Section 34-5.4.3.D loading space setback requirement.

9. Acceleration-Deceleration-Passing Lanes (34-5.6.4).

Standard and Requirements	Provided
Required lanes or tapers shall be indicated schematically on the site plan and shall be constructed in accordance with the standards for such facilities as established by the engineering division site plan design standards.	Pending. The driveways are existing and no changes are proposed. We defer to the City Engineer as to whether any additional information or improvements are required.

10. Corner Clearance (34-5.10).

Standard	Provided
No fence, wall, shrubbery, sign or other obstruction to vision above a height of thirty (30) inches from the top of curb at street level shall be permitted within a twenty (20) foot triangular area between a right-of-way line and a private drive measured along the edge of the driveway (along back of curb if curb is provided). Further, all trees within any required corner clearance area shall be trimmed up to a height of 6 feet or more.	Pending. Corner clearance areas are not shown on the plan. Some of the site's existing vegetation may encroach. However, no changes are proposed.

11. Landscape Development (34-5.14).

Landscape Development (34-5.14)				
Item	Required			Proposed/Comments
Minimum parking lot island area (34-5.14.3.C.iv)	Continuous curbing or other suitable device shall be required around all landscaped areas where damage from vehicles is possible. Each tree planted in a parking lot island must be provided with an open area not less than one hundred eighty (180) square feet with a minimum radius of three (3) feet at the trunk of the tree.			N/A
Cost estimate	Not Required			N/A
Minimum size and spacing requirements at planting (34-5.14.F)	Size at Planting	Center to Center Distance		----
	Height/Width	Groupings	Rows	
• Evergreen Trees	8 ft. height	20 ft.	12 ft.	N/A

Landscape Development (34-5.14)				
Item	Required			Proposed/Comments
• Narrow Evergreen Trees	5 ft. height	10 ft.	5 ft.	N/A
• Large Shrubs	30 in. height	6 ft.	4 ft.	N/A
• Small Shrubs	24 in. height	4 ft.	4 ft.	N/A
• Large Deciduous Trees	3 in. caliper	30 ft.	-	N/A
• Small Deciduous Trees	2 in. caliper	15 ft.	-	N/A
• Hedge Shrubs	24 in. height	3 ft.	3 ft.	N/A
• Canopy Trees	Large deciduous (large evergreen may be permitted in certain instances) distributed evenly in and around paved areas serving motor vehicles.			---
Minimum number of canopy trees (34-5.14.4.C)	One (1) tree for each 2,800 sf. of the paved surface area with no fewer than two (2) trees, regardless of surface Paved surface: approximately 12,230 sq. ft. Four (4) trees required.			Pending. One (1) tree is located to the northeast corner of the parking lot. No changes are proposed. The Planning Commission must determine if additional trees must be provided around the parking lot or if new islands must be provided. However, limited space appears to be available.
Parking lot screening from public thoroughfare (34-5.14.5)	All parking lots shall be separated from a public thoroughfare by a planted hedge of small shrubs as defined in subsection 34-5.14.3.F.v., or by a masonry wall or berm a minimum of two (2) feet high. The planning commission may accept existing vegetation to meet this requirement. When a hedge is proposed, it shall be planted in accordance with the provisions of this chapter and maintained so as to form a continuous visual screen. The size			Pending. The existing parking lot encroaches into the Hallwood Court right-of-way to the north, which is an existing nonconformity. No changes are proposed. While existing vegetation separates the parking lot from Halsted Road to the east, the plantings are ornamental grass. The Planning Commission must determine if the existing

Landscape Development (34-5.14)		
Item	Required	Proposed/Comments
	and plant spacing shall be configured so that a continuous visual screen will be established within three (3) years of planting.	vegetation along Halsted Road is acceptable to meet this requirement.

12. Wall or Berm (34-5.15)

Standards and Requirements	Provided
A wall or berm that is six (6) feet in height must be providing on those sides of an LI-1 District that abuts or is adjacent to a residential district. (34-5.15.1.B) In those instances where the border between districts or uses requiring a wall or berm is a major or secondary thoroughfare, a greenbelt may be substituted for the wall or berm adjacent to the thoroughfare and in accordance with the requirements of Section 34-5.14. (34-5.15.1.A)	Pending. The required wall or landscaped berm is not provided along the property's Halsted Road frontage, which is adjacent to a residential district. The Planning Commission must determine if the existing ornamental grasses are adequate to meet the Section 34-5.15.1.A greenbelt screening requirement as an alternative to a wall.
Whenever a wall or berm is required in a B 1, B-2, B-3, B-4, ES and LI-1 district, deciduous trees shall be planted in the ground adjacent to the wall on the nonresidential side with size and spacing in accordance with Section 34-5.14. If a berm is used, the trees may be planted on the berm. Upon review of the site plan, the planning commission may approve an alternate location for the wall or may waive the wall or deciduous trees requirement if in specific cases it would not serve the purposes of screening the area effectively or where it is determined that the adjoining property is indicated on the future land use plan as a nonresidential area.	Pending. Two (2) existing trees are located in the property's Halsted Road frontage. The area must be planted with trees with size and spacing required by Section 34-5.14. The Planning Commission must determine if additional trees must be provided. While some space is available, utilities are located within the Halsted Road right-of-way. In addition, trees planted in the planned right-of-way would need to be removed when the right-of-way is expanded.

- 13. Tree Replacement (34-5.18).** According to Section 34-5.18(7), existing trees having six (6) inches or more trunk diameter at breast height (DBH) must be replaced on a one-to-one basis. According to Section 34-5.18(7)(iv), when landmark trees are permitted to be removed, replacement trees shall be provided to a minimum of twenty-five (25) percent of DBH of the tree to be removed. Replacement trees, measured in DBH or calipers, shall be provided either individually or on a

cumulative basis to meet the twenty-five (25) percent DBH requirement. Landmark trees are defined in Section 34-5.18(10)(C)(ii). Any tree having a health or condition factor greater than sixteen (16) according to the criteria listed in Section 34-5.18.11(C) must be replaced.

The applicant has provided an inventory of the existing trees on site. None are proposed to be removed.

14. Exterior Lighting (34-5.16).

- a. **Hours of Operation (34-5.16.3.B.v).** "Exterior lighting shall not operate during daylight hours. Building façade and landscape lighting shall be turned off between midnight or one hour after close of business, whichever is later, and 6:00am or opening, whichever is earlier. All other exterior lighting shall be reduced to no greater than 70% of maximum from midnight or one hour after close of business, whichever is later, and 6:00am or opening, whichever is earlier. Use of occupancy sensors to turn off or reduce lighting within 15 minutes of zero occupancy is recommended."

Deficient. The hours of operation specified in Section 34-5.16.3.B.v must be noted on the site plan.

- b. **Illumination and Fixtures.**

Exterior Lighting		
Standard	Required	Provided
Max. Height (34-5.16.3.A)	30 ft.	N/A
Building Mounted Lights (34-5.16.3.A.iii)	Relevant building elevation drawings showing all fixtures and the portions of the walls to be illuminated.	No changes proposed. Elevations that identify building-mounted light locations have not been provided. However, no changes to the existing lights are proposed.
Fixture Shielding (34-5.16.3.B)	Parking lot lighting shall be designed to provide adequate vision and comfort in parking areas. Fully shielded luminaires shall be used to prevent glare and direct illumination away from adjacent properties and streets.	No changes are proposed. The existing wall fixtures are semi-cut off wall pack lights. If any modifications to the site's exterior lighting is proposed, shielded luminaires must be used to prevent glare and direct illumination away from adjacent properties and streets.
Average to minimum illumination ratio (34-5.16.3.C)	4:1	A lighting plan that specifies the average to minimum illumination ratio has not

Exterior Lighting		
Standard	Required	Provided
		been provided. However, no changes are proposed.
Illumination Levels (34-5.16.3.C)	2.5 lumens per sf. of paved area Pending. Paved area calculation not provided.	A lighting plan that specifies the existing fixtures' illumination levels has not been provided. However, no changes are proposed.
Maximum illumination at the property line adjacent to non-residential (34-5.16.3.C)	(0.3) foot candles max.	A lighting plan that specifies the existing fixtures' illumination levels has not been provided. However, no changes are proposed.
Light source visibility adjacent to residential (34-5.16.3.B.iii.a)	No direct light source shall be visible at property line at ground level.	N/A
Maximum illumination at the property line adjacent to residential (34-5.16.3.B.iii.b)	(0.3) foot candles max.	A lighting plan that specifies the existing fixtures' illumination levels has not been provided. However, no changes are proposed.
Reflector shielding (34-5.16.3.B.iii.c)	All fixtures mounted within 50 feet of a residential property line or public right-of-way boundary shall be fitted with a shielding reflector on the side facing the residential property line or public right-of-way.	No changes are proposed.

15. Pedestrian Connection (34-5.19). A pedestrian access-ways of sufficient width and design to allow convenient use shall be provided between public sidewalks and principal building entrances.

Deficient. A pedestrian connection as required by 34-5.19 must be provided. **The planning commission may waive or modify this requirement** if deemed not practical or would not result in any pedestrian activity per Section 34-5.19.9.

16. Design Standards (34-5.20). According to Section 34-5.20.2.B.iii, "[w]hen an existing building façade is modified beyond the one-for-one replacement or windows and doors, the full façade shall be brought into compliance with this section."

The applicant must confirm if any exterior building renovations are proposed.

17. Public Art (34-5.21). The subject site is not located in a special planning area.

18. Utilities. Utilities are existing on site. We defer to City Engineer for comment.

SUMMARY

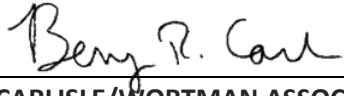
Prior to taking action on the proposed site plan, the Planning Commission must make the following determinations:

- 1) *Whether the required off-street parking spaces may be waived.*
- 2) *Whether additional trees must be provided around the parking lot or in new islands. However, limited space appears to be available.*
- 3) *Whether the existing vegetation along Halsted Road is acceptable screening of a public thoroughfare per 34-5.14.5.*
- 4) *Whether the existing ornamental grasses are adequate to meet the Section 34-5.15.1.A greenbelt screening requirement as an alternative to a wall.*
- 5) *Whether additional trees must be provided along the Halsted Road frontage. While some space is available, utilities are located within the Halsted Road right-of-way. In addition, trees planted in the planned right-of-way would need to be removed when the right-of-way is expanded.*
- 6) *Whether a pedestrian connection as required by 34-5.19 must be provided. The planning commission may waive or modify this requirement if deemed not practical or would not result in any pedestrian activity per Section 34-5.19.9.*

In addition, the following items must be addressed to the Commission's satisfaction. The Commission may specify that all or some must be addressed as conditions of approval.

- 1) *The site plan must be updated to indicate that the barrier free spaces will not be used for vehicle display.*
- 2) *The existing drive does not comply with the intersection offset requirement listed in 34-4.36.1.B. The applicants may request a variance from the Zoning Board of Appeals.*
- 3) *Dumpster enclosure details must be provided to demonstrate that the enclosure is in good condition and provides adequate screening.*
- 4) *A loading space is not designated on the plan. The applicant may request a variance from the Section 34-5.4.3.A loading space requirement.*
- 5) *The applicant may request a variance from the Section 34-5.4.3.D loading space setback requirement.*
- 6) *The hours of operation specified in Section 34-5.16.3.B.v must be noted on the site plan.*
- 7) *The applicant must confirm if any exterior building renovations are proposed.*

- 8) *Items identified by the City Fire Department must be addressed.*
- 9) *Items identified by the City Engineer must be addressed.*



CARLISLE/WORTMAN ASSOC., INC.
Benjamin R. Carlisle, AICP, LEED-AP
President



CARLISLE/WORTMAN ASSOC., INC.
Mike Auerbach, AICP
Senior Associate



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

INTEROFFICE CORRESPONDENCE

DATE: June 18, 2026

TO: Nora Brock, Secretary to the Director of Planning and Community Development

FROM: Mike Freckelton, Civil Engineer III

SUBJECT: Cars Experts Auto Sales and Auto Care
SP55-6-2026
24435 Halsted Rd
23-19-426-013

Please see below for review comments pertaining to the above-mentioned site plan received by the engineering office on June 15, 2026.

1. A Demolition Plan must be provided for any site alterations being performed.
2. The existing water service and sanitary lead to the building must be shown on the plan. If the existing sanitary sewer lead will be reused, it must be televised and the video must be provided to the city for review/assessment prior to the final engineering review.
3. Our records indicate a 10" sanitary sewer that runs north along the eastern property line, with some of the sewer crossing into the private property. Indicate any existing easement records, if none exist, an easement dedication may be required as a part of the final review.
4. The northern parking spaces proposed as "employee parking" encroach into the City Right-of-Way along Hallwood Court. Please note that any development in the City Right-of-Way area is subject to disturbance if necessary for city maintenance or improvements.
5. A storm water/drainage plan shall be provided which shows drainage areas of the site, existing storm sewer, existing treatment/detention, and the ultimate drainage outlet.
6. A soil erosion permit application and inspection will be required prior to construction.

These plans will be subject to further review during the engineering review process. Please feel free to reach out to our department with any questions or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Mike Freckelton'.

Mike Freckelton, PE
Civil Engineer III



FIRE

FARMINGTON HILLS



INTEROFFICE CORRESPONDENCE

Date: June 18, 2026

To: Planning Commission

From: Jason Baloga, Fire Marshal

Subject: Site Plan 55-6-2026 Cars Experts Auto Sales and Auto Care
(24435 Halsted Road) PIN# 22-23-19-426-013

The Fire Department has no objection to approval, contingent upon compliance with the following:

1. The site shall accommodate Fire Apparatus with a 50-foot turning radius. This will be verified by Engineering.
2. A separate submittal and permit are required for the installation of Paint Booths.
3. The Proponent shall contact the Fire Marshal regarding Alternate Protection.

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

Jason Baloga, Fire Marshal

JB/ss

CARS EXPERTS AUTO SALES AND AUTO CARE

Hayder Alkhafaji, Owner • Livonia, Michigan

PROJECT NARRATIVE

Application for Site Plan Review

City of Farmington Hills
Planning & Community Development Department
Attn: Diane Mulville-Friel, AICP, City Planner
31555 W. Eleven Mile Road
Farmington Hills, MI 48336

Re: Site Plan Review — 24435 Halsted Road, Farmington Hills, MI 48335 | Tax ID 22-23-19-426-013 | LI-1 District

Hayder Alkhafaji, owner of Cars Experts Auto Sales and Auto Care, respectfully submits this narrative in support of the attached application for site plan review at 24435 Halsted Road. Mr. Alkhafaji brings more than fifteen years of hands-on experience in new and used vehicle retail operations and currently operates an established mechanical repair business in nearby Livonia. The proposed project will reactivate a commercial property that has been vacant since 2018, when its prior occupancy as office space for High Point Oil Company concluded.

Primary Use: Used Motor Vehicle Dealership

The principal use of the property is, and will remain, the retail sale of used motor vehicles with outdoor display, classified under Section 34-3.1.29.xi.n of the Zoning Ordinance and a permitted use in the LI-1 District. Vehicles will be acquired at wholesale dealer auctions, prepared for retail through customary on-site reconditioning, and offered for sale to retail customers. The customer-facing portion of the operation — the indoor showroom, sales offices, customer waiting area, and outdoor display — anchors both the building footprint and the day-to-day business activity. From a revenue standpoint, the dealership operation is by a clear margin the largest contributor to the business; every other function on site exists to support the sale and post-sale lifecycle of vehicles offered by the dealership.

Accessory Uses: Reconditioning and Post-Sale Service

The site plan identifies space designated for mechanical service and for body and paint work. These activities are accessory to the principal dealership use:

- The mechanical bays will be devoted primarily to the inspection, reconditioning, and warranty service of the dealership's own inventory and of vehicles previously sold to dealership customers.
- The body and paint area will be used predominantly to address cosmetic and minor structural items on inventory before retail listing, so that vehicles offered for sale meet customer expectations.

Without the underlying dealership, neither activity would be operated on site at any meaningful scale. They are integrated functions of a single, vertically connected small business — not independent enterprises.

Building Allocation

While the floor plan labels distinct zones for showroom, mechanical service, and collision/body work, a meaningful share of the labeled mechanical service area will, in practice, also be used to stage and store dealership inventory at various points in its reconditioning cycle. The effective share of the building dedicated to dealership-related purposes — sales, display, inventory staging, and customer functions — is therefore greater than the labeled square footage by zone indicates.

Site Suitability and Existing Building Configuration

The existing one-story commercial structure was originally designed and built to support exactly this type of small-scale retail-and-service use, and its layout — a customer-facing front area with adjoining service space — fits the proposed operation without modification of the building's exterior envelope. Pursuant to Section 34-5.20, because the existing façade will be preserved (with at most one-for-one replacement of windows and doors as needed), the recently adopted Design Standards are not triggered.

Vehicle Delivery and Loading

Inventory will not arrive on tractor-trailer transports. Vehicles purchased at auction are driven individually to the site, typically one or two at a time, by Mr. Alkhafaji or his staff. Because no large-truck deliveries of inventory are required, no dedicated truck loading zone is necessary on the site, and the parking layout reflects this small-business operating reality.

Compliance and Community Fit

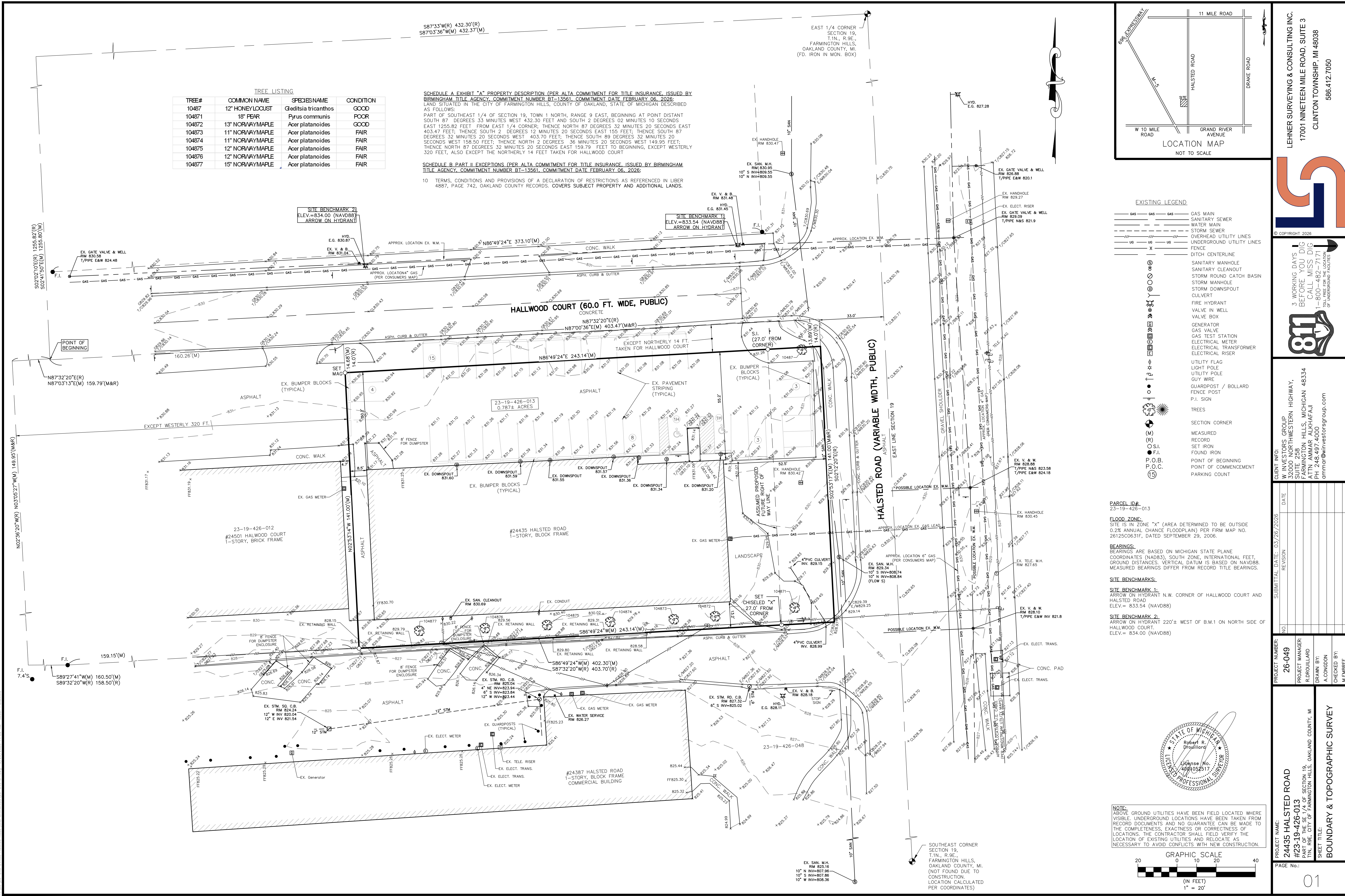
The proposed use is a principal permitted use in the LI-1 District under Section 34-3.1.29.xi.n, subject to the conditions of Sections 34-3.14, 34-4.46(2) and (3), and 34-4.36. The site plan submitted with this application has been prepared to comply with each of those conditions, including parking, screening, paving, lighting, and outdoor display standards.

Mr. Alkhafaji is a small business owner from neighboring Livonia who is investing his own resources to bring a long-vacant Farmington Hills commercial property back into productive use. The proposed project will return tax-base activity to the property, generate local employment, and provide a needed retail and service option to area residents — all within an existing building originally constructed for compatible commercial purposes. The applicant respectfully requests that the Planning Commission approve the site plan application.

Respectfully submitted,

Hayder Alkhafaji, Owner

Cars Experts Auto Sales and Auto Care



LEHNER SURVEYING & CONSULTING INC.
17001 NINETEEN MILE ROAD, SUITE 3
CLINTON TOWNSHIP, MI 48038
586.412.7050

3 WORKING DAYS BEFORE YOU DIG
CALL MISS DIG
1-800-482-7171
TOLL FREE FOR THE LOCATION OF UNDERGROUND FACILITIES

CLIENT INFO:
W INVESTORS GROUP
32000 NORTHWESTERN HIGHWAY,
SUITE 250, FARMINGTON HILLS, MICHIGAN 48334
ATTN: AMAR ALKHAFAJI
PH 248.497.4000
amar@winvestorgroup.com

PROJECT NAME: 24435 HALSTED ROAD
PROJECT NUMBER: 26-049
PROJECT MANAGER: R. DRICILLARD
PROJECT ENGINEER: A. CONDON
CHECKED BY: M. EMBREE

DATE: 03/26/2026
REVISION:

STATE OF MICHIGAN
Professional Seal
License No. 4001052517
Drapchill, R.
Professional Surveyor

NOTE:
ABOVE GROUND UTILITIES HAVE BEEN FIELD LOCATED WHERE VISIBLE. UNDERGROUND LOCATIONS HAVE BEEN TAKEN FROM RECORD DOCUMENTS AND NO GUARANTEE CAN BE MADE TO THE COMPLETENESS, EXACTNESS OR CORRECTNESS OF LOCATIONS. THE CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF EXISTING UTILITIES AND RELOCATE AS NECESSARY TO AVOID CONFLICTS WITH NEW CONSTRUCTION.

GRAPHIC SCALE
20 0 10 20 40
(IN FEET)
1" = 20'

LOCATION MAP
NOT TO SCALE

LOCATION MAP
11 MILE ROAD
W 10 MILE ROAD
GRAND RIVER AVENUE
DRAKE ROAD

PROJECT DATA:

ZONING: LI-1, LIGHT INDUSTRIAL
LOT AREA: 34,282 S.F.

LANDSCAPING NOTE:

EXISTING FOLIAGE INCLUDING TREES, SHRUBS AND DECORATIVE VEGETATION TO REMAIN. EXISTING LANDSCAPING TO BE MAINTAINED BY OWNER.

PARKING:

PARKING EMPLOYEE ONLY: = 18 SPACES
PARKING CUSTOMERS ONLY: = 5 SPACES
PARKING FOR SALE ONLY: = 16 SPACES
PROVIDED PARKING TOTAL: = 39 SPACES
PROVIDED BARRIER FREE: = 2 SPACES

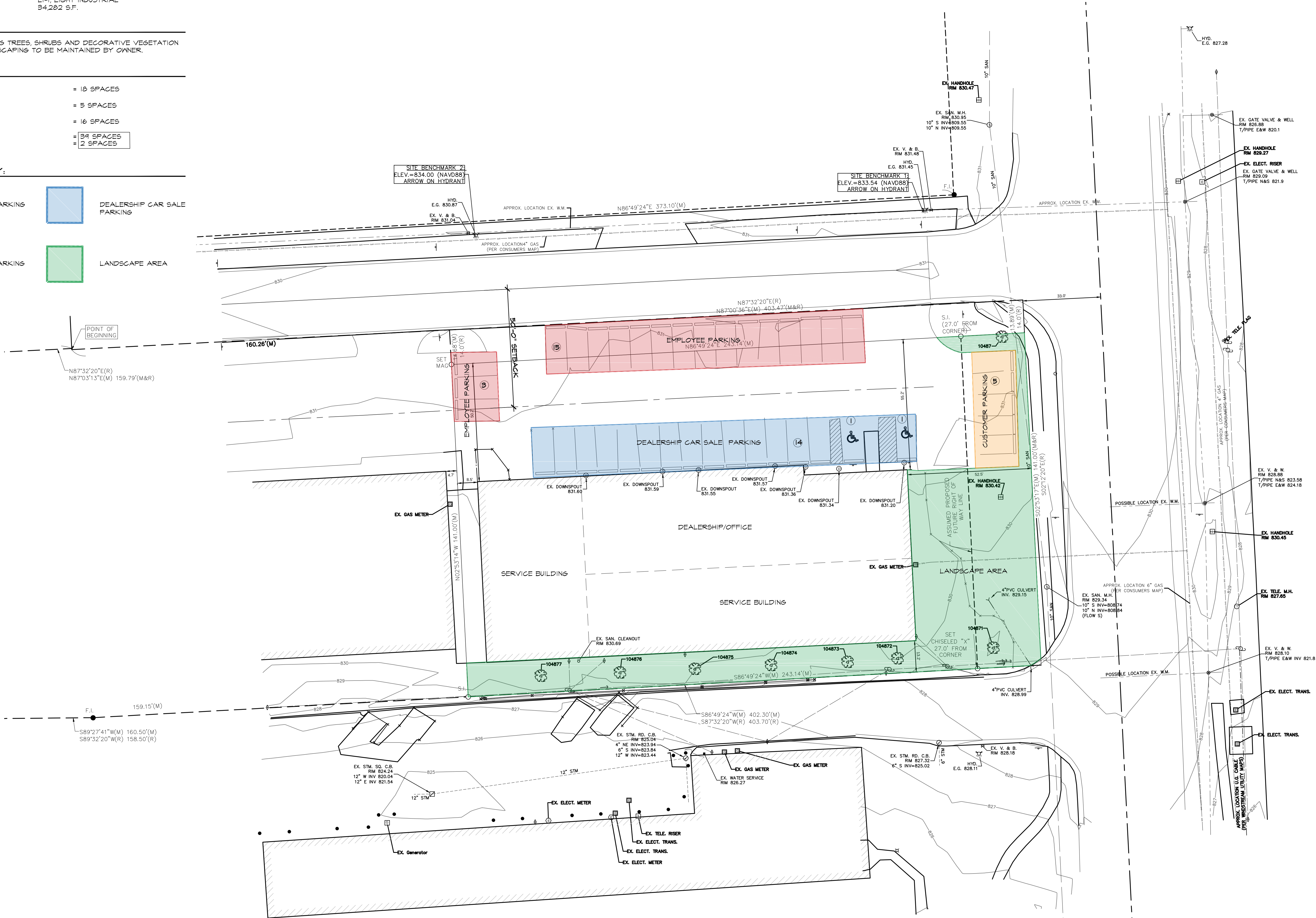
PARKING AREAS KEY:

EMPLOYEE PARKING

DEalersHIP CAR SALE PARKING

CUSTOMER PARKING

LANDSCAPE AREA



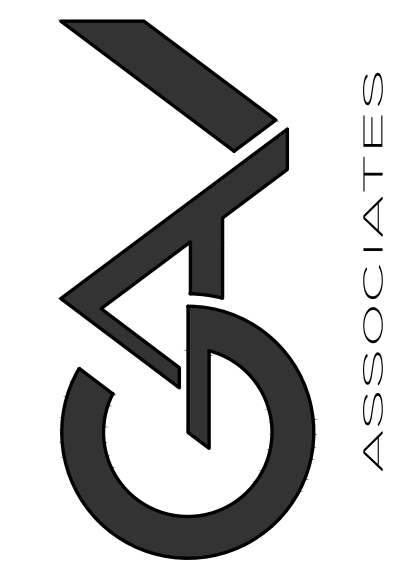
EXISTING SITE PLAN
SCALE: 1" = 20'-0"

ISSUED FOR	DATE
CITY REVIEW	04/01/26

ARCHITECTURAL
DESIGN

RESIDENTIAL
COMMERCIAL
INDUSTRIAL

G.A.V. ASSOCIATES, INC
24001 ORCHARD LAKE RD. STE. 100A
FARMINGTON, MICHIGAN 48336
PH: (248) 986-9101
WEB: WWW.GAVASSOCIATES.COM



PROPOSED EXISTING BUILDING FOR:
CAR DEALERSHIP
24435 HALSTED ROAD
FARMINGTON HILLS, MI 48335

DRAWN:	DESIGNED:	CHECKED:
TD	GA	GA

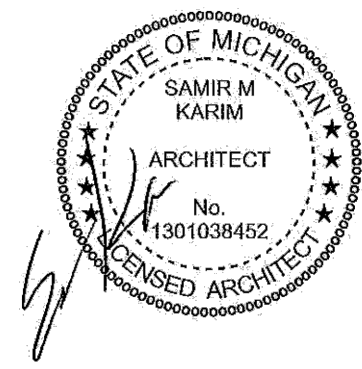
SCALE: 1" = 20'-0"

FILE NAME: 26006.SP.101

JOB #: 26006

SHEET TITLE
SITE
PLAN

SHEET #
SP.101



CODE INFORMATION:

GENERAL CONTR. TO COMPLY W/ ALL FEDERAL, STATE, CITY AND LOCAL CODES WHERE APPLICABLE

MICHIGAN BUILDING CODE 2015
ICC/ANSI A117.1, 2009 & MICHIGAN BARRIER
FREE DESIGN LAW OF PUBLIC ACT 1 OF 1966 AS AMENDED.
MICHIGAN MECHANICAL CODE 2015 (M.M.C.)
MICHIGAN PLUMBING CODE 2015 (M.P.C.)
INTERNATIONAL FUEL GAS CODE 2015 (I.F.G.C.)
FIRE CODE: IFG 2015 (INTERNATIONAL FIRE CODE 2015)
AS REFERENCED IN THE 2015 MICHIGAN BUILDING CODE
ENERGY CODE: MEC 2015 (MICHIGAN BUILDING CODE 2015) - CHAPTER 13 &
MEC 2015 (MICHIGAN ENERGY CODE 2015) - CHAPTER 4 &
MICHIGAN ENERGY CODE PART 100. RULES (ANSI/ ASHRAE 90.1-2013)
MICHIGAN ELECTRICAL CODE BASED ON 2014 N.E.C. W/ PART 8 AMENDMENTS
PROJECT SHALL COMPLY W/ MEC 2015 CHP. 35
REFERENCE STANDARDS

GENERAL NOTES:

1. CONTRACTOR TO VERIFY THAT ALL EXISTING UTILITIES ARE SHUT OFF PRIOR TO THAT PHASE OF DEMOLITION. COORDINATE WITH LOCAL UTILITY COMPANIES AS NECESSARY.
2. EXISTING FIRE SUPPRESSION TO REMAIN OPERABLE DURING ALL DEMOLITION WORK.
3. ALL TRADES ARE TO USE GFCI FOR ELECTRICAL USE DURING DEMO WORK.
4. CONTRACTORS SHALL VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS PRIOR TO START OF CONSTRUCTION.
5. EXISTING FIELD CONDITIONS MAY VARY FROM ARCHITECTURAL DRAWINGS. IF THERE ARE DISCREPANCIES BETWEEN THE DRAWINGS AND THE EXISTING CONDITIONS, CONTRACTOR SHALL CONTACT ARCHITECT IMMEDIATELY.
6. REMOVE EXISTING CONSTRUCTION AS INDICATED. TYPICAL WALL REMOVAL INCLUDES MECHANICAL, PLUMBING, COMMUNICATIONS, INFORMATION SYSTEMS, AND ELECTRICAL SYSTEMS CONTAINED THERE IN. REMOVE DOORS, FRAMES, FINISHED AND OTHER FIXTURES AS REQUIRED AFTER REMOVAL OF PIPE CHASES, PATCH HOLES IN EXISTING FLOORS OR WALLS TO REMAIN TO MEET ORIGINAL STRUCTURAL REQUIREMENTS. PATCH ADJOINING WALLS, FLOOR AND DECK, PREPARE SURFACES TO RECEIVE NEW FINISH.
7. THE EXISTING BUILDING ENVELOPE SHALL BE MAINTAINED IN WATER TIGHT CONDITION AT ALL TIMES THROUGHOUT ALL PHASES OF CONSTRUCTION.
8. REMOVE ALL EXISTING INTERIOR PARTITIONS AS SHOWN AS DASHED LINES.
9. DEMOLITION WORK SHALL BE EXECUTED IN CONFORMANCE WITH ALL CODES AND ORDINANCES AS SET FORTH BY ALL GOVERNING AUTHORITIES.
10. REMOVE ALL ITEMS, ELEMENTS OF CONSTRUCTION AND EQUIPMENT INDICATED, NOTED OR SHOWN AND AS REQUIRED TO FACILITATE INSTALLATION OF THE NEW WORK. REMOVE FROM BUILDING SITE DEBRIS, RUBBISH, AND OTHER MATERIALS RESULTING FROM DEMOLITION OPERATION. TRANSPORT AND LEGALLY DISPOSE OF OFF SITE. CONT. TO VERIFY ACCEPTABLE LOCATION OF DUMPSTER WITH CITY.
11. REMOVE ALL ABANDONED DUCTWORK, PIPING, CONDUITS, HANGERS, SUPPORTS, FASTENERS, ETC.
12. ALL EXISTING CONSTRUCTION INDICATED TO REMAIN THAT IS DISTURBED BY CONTRACT WORK (ALL TRADES) SHALL BE RESTORED AND PATCHED. PATCHING WORK SHALL MATCH EXISTING WORK, INCLUDING MATERIAL, COURSING (WHERE APPLICABLE), FINISH, AND CHARACTER.
13. ANY DAMAGE TO EXISTING STRUCTURE SHALL BE REPAIRED TO MATCH EXISTING.
14. ALL EXISTING WALLS, WHERE APPLICABLE, TO BE SCRAPED, SANDED, TUCK-POINTED & PREPARED FOR PAINTING, PARING, OR NOTED FINISH, FIELD VERIFY EXACT LOCATIONS.
15. CAP ALL EXISTING PLUMBING LINES NOT REQUIRED FOR NEW INSTALLATIONS.
16. TERMINATE ALL EXISTING ELECTRICAL LINES NOT REQUIRED FOR NEW INSTALLATIONS.
17. REMOVE ALL EXISTING FLOOR AND ADHESIVES. REPAIR ANY DAMAGED FLOOR TO A SMOOTH, LEVEL SURFACE FOR FUTURE NEW FLOOR FINISHES.
18. REMOVE AND SALVAGE ALL STAINLESS STEEL FINISHES AND OTHER PRECIOUS METALS FOR RECYCLING.
19. PATCH AND REPAIR EXISTING ROOF IF NECESSARY DUE TO THE REMOVAL OF ANY ITEMS (INCLUDING EXHAUST FANS & ETC) WHICH CAUSE A ROOF PENETRATION.
20. CONTRACTOR TO VERIFY ALL STRUCTURE AND CONTACT ARCHITECT IN CASE OF DISCREPANCY.
21. A PORTABLE FIRE EXTINGUISHER MUST BE PRESENT DURING DEMOLITION.

DEMOLITION NOTES:

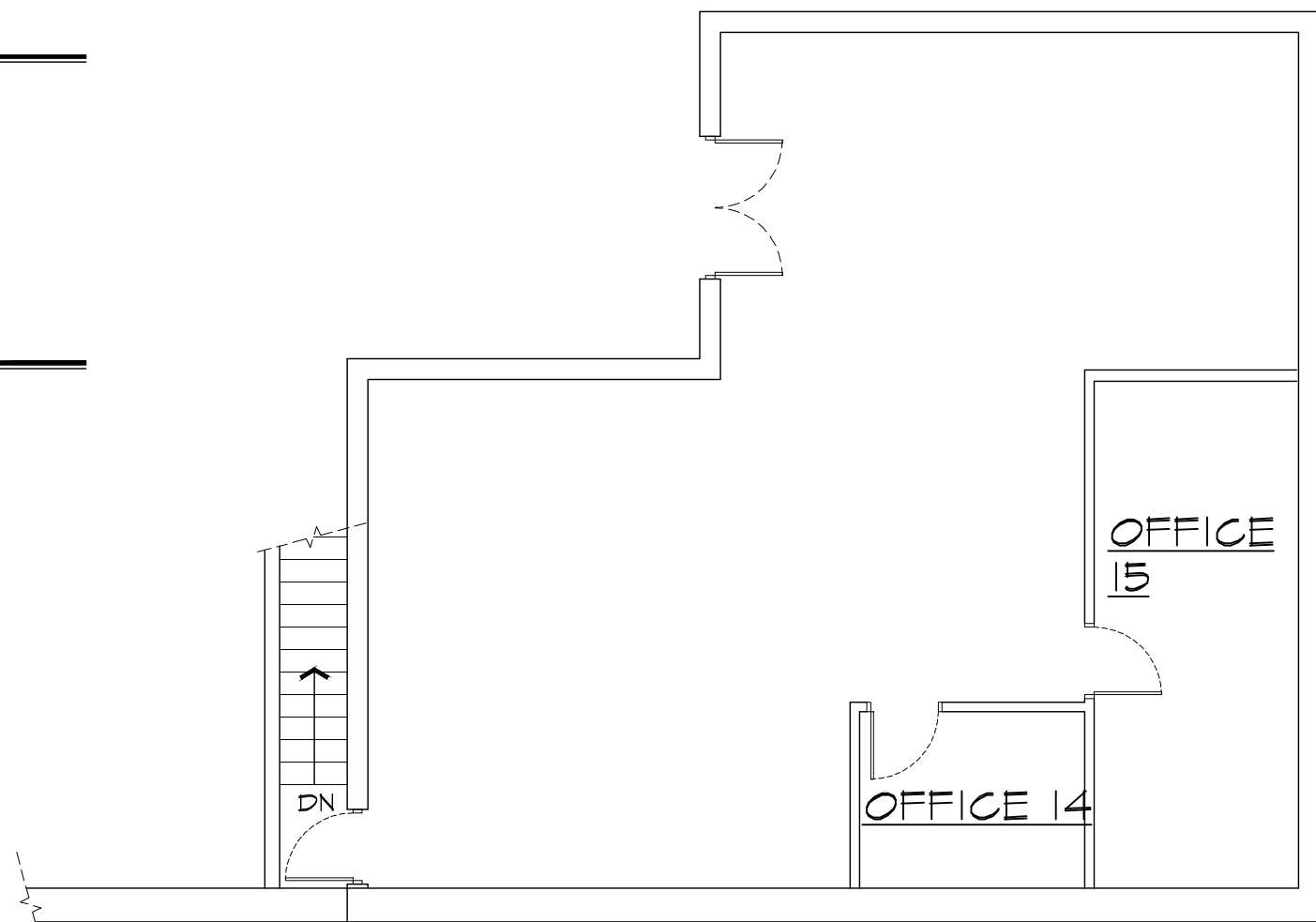
	EXISTING WALL TO REMAIN
	EXISTING DOOR TO REMAIN
	WALL TO BE REMOVED
	DOOR TO BE REMOVED

BUILDING NOTES:

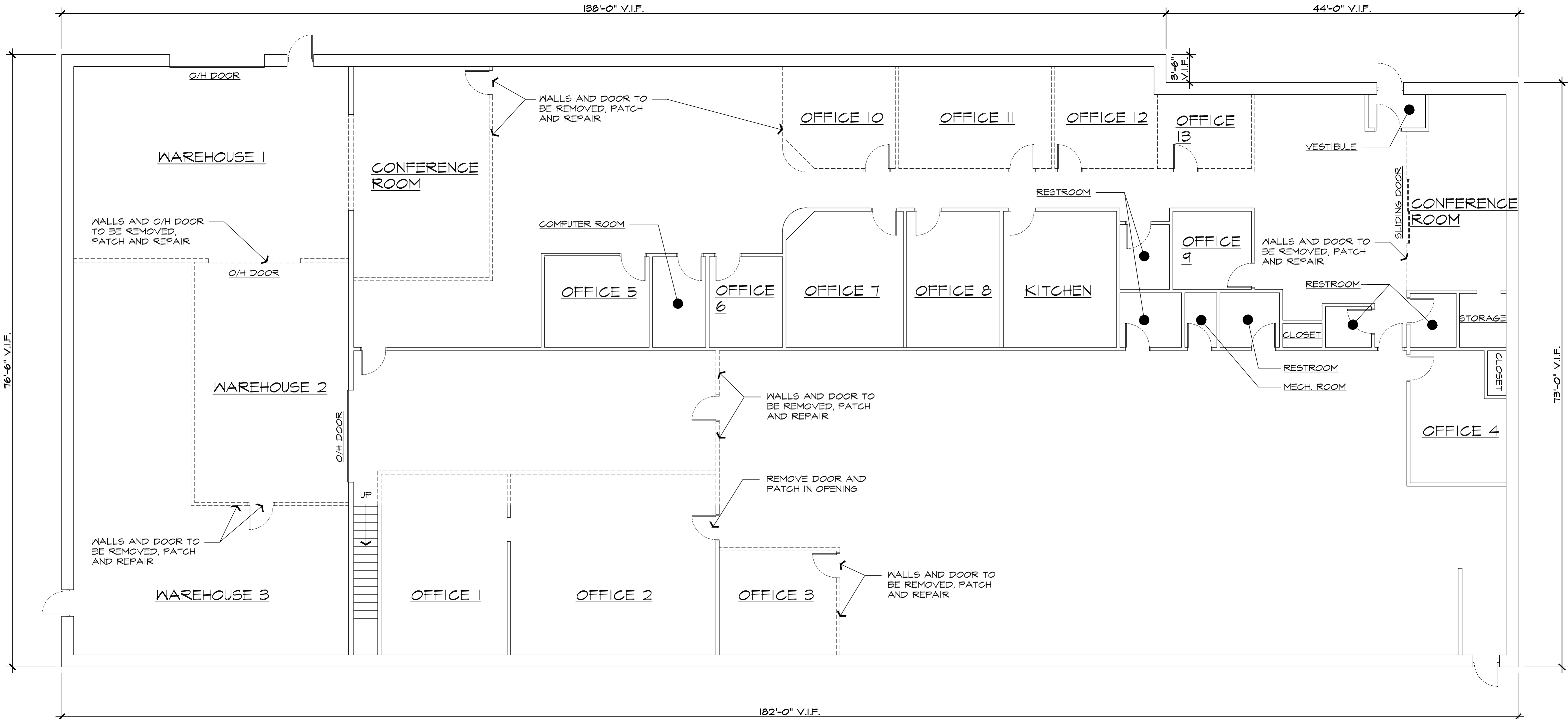
USE GROUP: MIXED-USE
CONST. CLASSIFICATION: IIB

SHEET INDEX

D.101 DEMOLITION PLAN AND NOTES
A.101 FLOOR PLAN AND NOTES

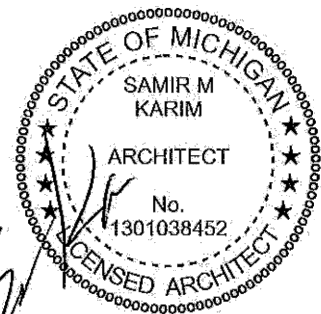


2
D.101
EXISTING/DEMOLITION SECOND FLOOR PLAN
SCALE: 1/8" = 1'-0"



1
D.101

EXISTING/DEMO MAIN FLOOR PLAN
SCALE: 1/8" = 1'-0"
13,769 S.F. (GROSS)

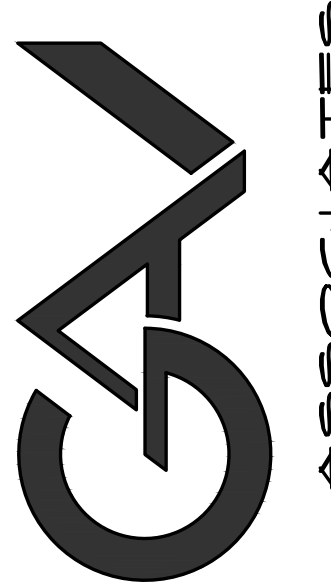


ISSUED FOR	DATE
SITE PLAN REVIEW	06/10/26

**ARCHITECTURAL
DESIGN**

RESIDENTIAL
COMMERCIAL
INDUSTRIAL

G.A.V. ASSOCIATES, INC
24001 ORCHARD LAKE RD., STE. 100A
FARMINGTON, MICHIGAN 48336
PH: (248) 985-9101
WEB: WWW.GAVASSOCIATES.COM



PROPOSED EXISTING BUILDING FOR:
CAR DEALERSHIP
24435 HALSTED ROAD
FARMINGTON HILLS, MI 48335

DRAWN:	DESIGNED:	CHECKED:
MM	GA	GA

SCALE : 1/8" = 1'-0"

FILE NAME : 26006.D.101

JOB # 26006

SHEET TITLE
DEMOLITION
PLANS

SHEET #

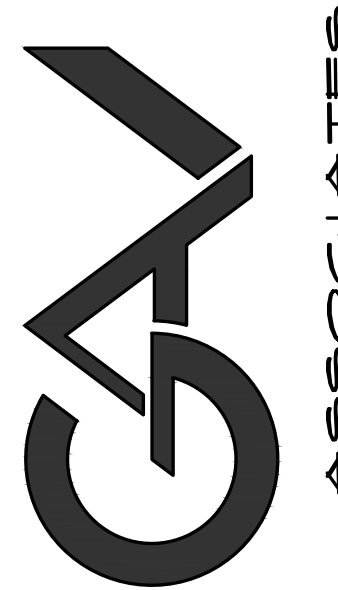
D.101

ISSUED FOR	DATE
SITE PLAN REVIEW	06/10/26

ARCHITECTURAL
DESIGN

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COMMERCIAL
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G.A.V. ASSOCIATES, INC
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FARMINGTON, MICHIGAN 48336
PH: (248) 985-9191
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PROPOSED EXISTING BUILDING FOR:
CAR DEALERSHIP
24435 HALSTED ROAD
FARMINGTON HILLS, MI 48335

DRAWN:	DESIGNED:	CHECKED:
NM	GA	GA

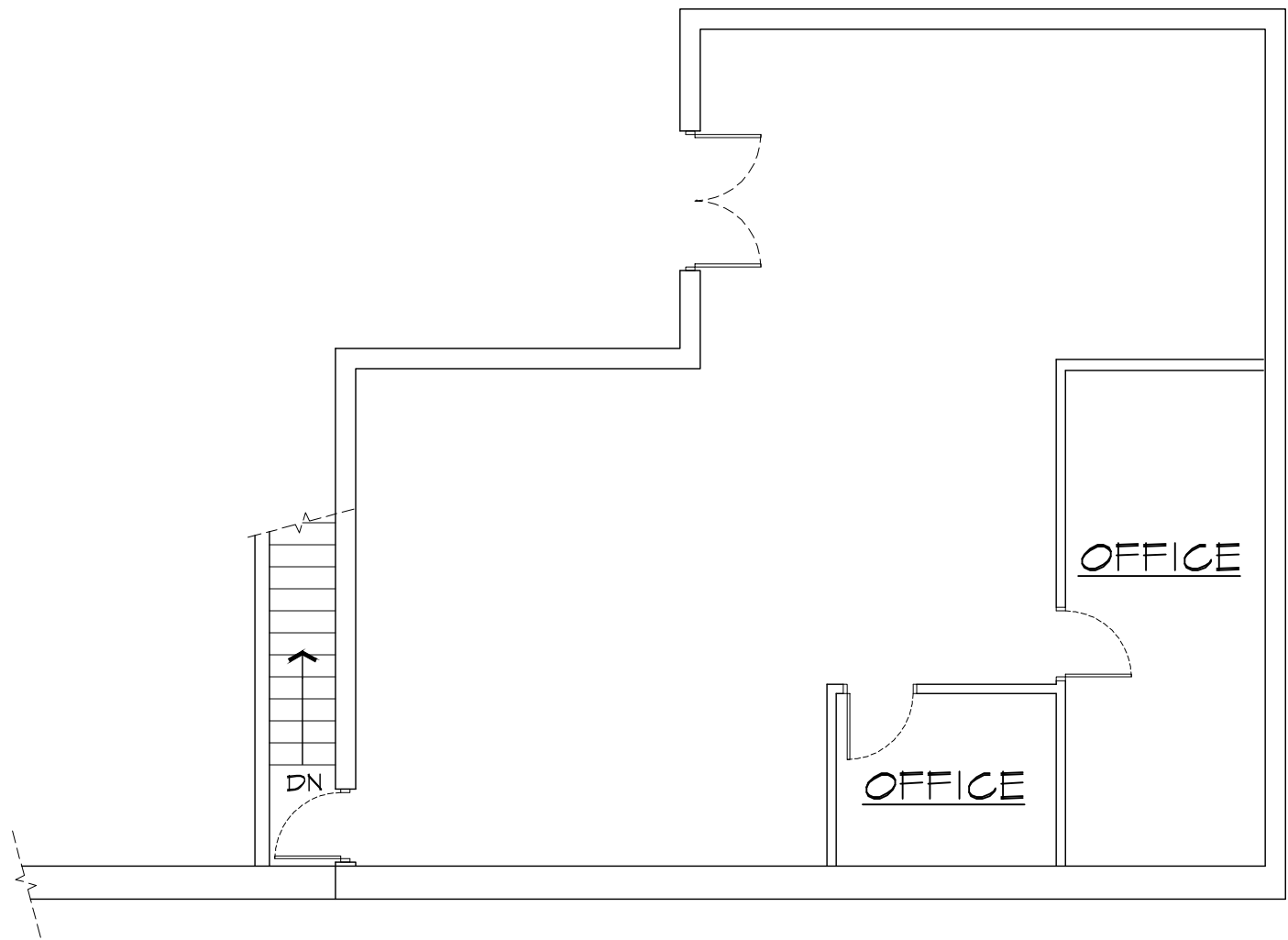
SCALE : 1/8" = 1'-0"

FILE NAME : 26006.A.101

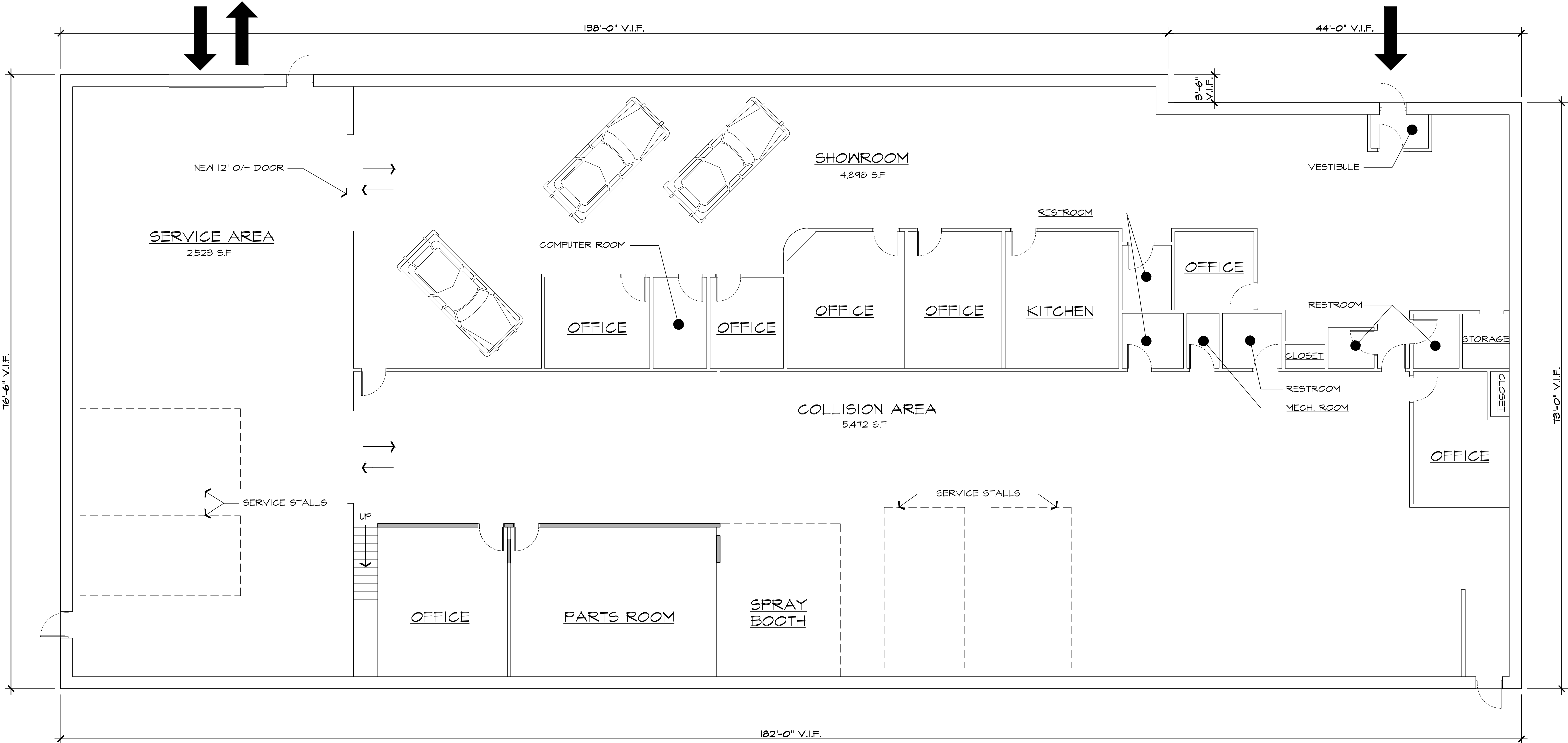
JOB # 26006

SHEET TITLE
FLOOR
PLANS

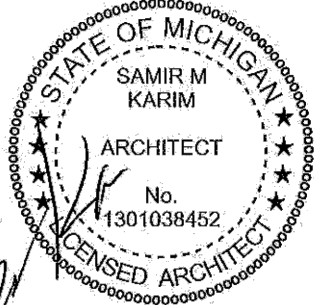
SHEET #
A.101



2 PROPOSED SECOND FLOOR PLAN
SCALE: 1/8" = 1'-0"



1 PROPOSED MAIN FLOOR PLAN
SCALE: 1/8" = 1'-0"
13,769 S.F. (GROSS)



EXISTING EXTERIOR LIGHTING DOCUMENTATION

Site Photometric & Fixture Photo Record

Project:	Cars Experts Auto Sales and Auto Care
Property:	24435 Halsted Road, Farmington Hills, MI 48335
Tax ID:	22-23-19-426-013
Zoning:	LI-1, Light Industrial
Submitted to:	City of Farmington Hills, Planning Department
Purpose:	Site Plan Review — documentation of existing exterior lighting

Summary

This record documents the existing exterior lighting at 24435 Halsted Road as it presently operates on the site. The building and parking areas are served by building-mounted wall-pack luminaires distributed along the building walls, supplemented by a freestanding pole light at the rear. No new exterior lighting is proposed as part of this application; the existing fixtures will remain in service for the proposed use.

The photographs that follow were taken at dusk and after dark to show each fixture in operation, the direction of the light it casts, and the resulting illumination across the parking and circulation areas. As shown, the wall-pack fixtures are mounted flush to the building and direct their light downward onto the pavement immediately below and adjacent to the building. The light is contained on site and falls within the paved parking and drive areas it is intended to serve.

The west and rear (south) property lines abut a wood privacy fence and mature tree line that screen the site from the adjacent residential area. The photographs show that the existing fixtures keep light directed onto the subject property and away from the screened residential boundary.

Existing Fixture Inventory

Type	Mounting / Location	Light Direction
Wall-pack luminaire	Building-mounted, spaced along the south and rear (east) building walls	Downward, onto pavement at base of wall
Wall-pack luminaire	Building-mounted at north side wall	Downward / along wall face
Pole / area light	Freestanding at rear parking area	Downward, over drive aisle
Building / sign accent	Front (Halsted Rd) elevation	Onto front facade and entrance

Note: Fixture types above are described from site observation. Manufacturer cut sheets and point-by-point illuminance (foot-candle) values, if required, are available from the project engineer.

Photo 1 — Front (Halsted Road) elevation



West-facing front elevation along Halsted Road at dusk. Building signage and the front facade are visible; building-mounted wall-pack fixtures run along the south side of the building at right, directing light down onto the parking area.

Photo 2 — Main entrance and northwest corner



Main customer entrance under the front awning (address 24435), with accessible-parking signage and striped barrier-free spaces. Wall-pack fixtures along the south building wall are visible illuminating the adjacent parking spaces.

Photo 3 — South elevation, fixture spacing



View along the south building wall showing the spacing of the building-mounted wall-pack fixtures. Each fixture casts light downward, producing pools of illumination on the pavement at the base of the wall within the parking area.

Photo 4 — South elevation, full building length



Full length of the south elevation at sunset. The row of wall-pack fixtures provides even coverage of the parking and drive areas along the building. Light remains directed onto the paved surface.

Photo 5 — North side wall and residential screening



North side wall with a wall-pack fixture in operation. The mature tree line and adjacent fence screen the site at this boundary; the fixture light is directed down and along the wall face rather than outward toward the boundary.

Photo 6 — Rear parking area and privacy fence



Rear parking area after dark. Wall-pack fixtures on the building direct light downward onto the pavement. A wood privacy fence screens the adjacent residential property to the rear; illumination is contained within the parking area.

Photo 7 — Overall site illumination at night

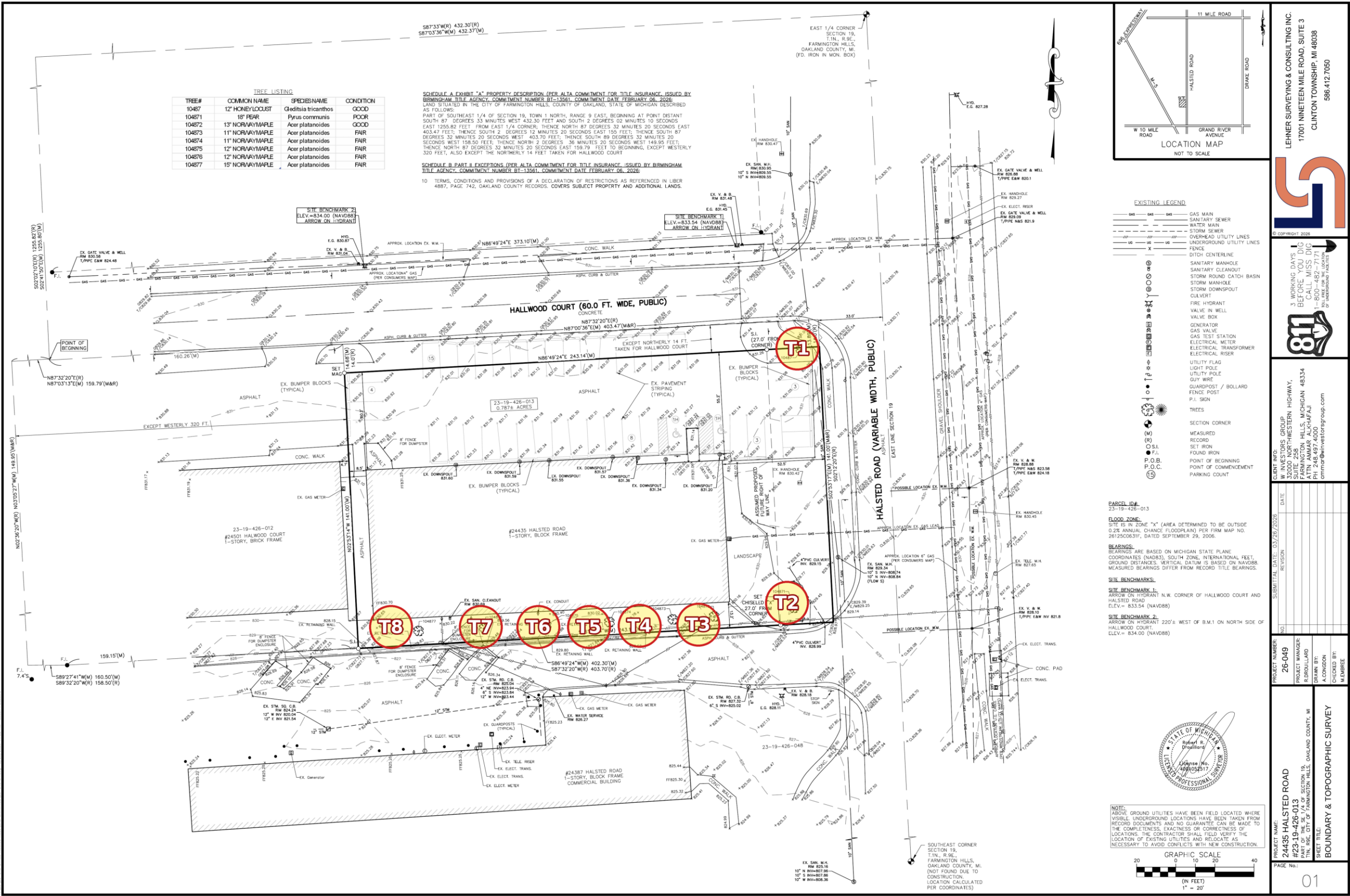


Wide view of the parking area at night showing overall on-site illumination from the existing fixtures. Adjacent residences are visible in the distance at left, beyond the screened boundary; site lighting does not extend onto neighboring property.

EXISTING LANDSCAPE - TREES HIGHLIGHTED ON SURVEY

24435 Halsted Road, Farmington Hills, MI 48335 – Boundary & Topographic Survey, Lehner Surveying & Consulting (Job 26-049). Eight existing trees circled and keyed T1–T8; full schedules on Sheet 2, photos on Sheet 3.

 = existing tree to remain (highlighted & labeled T#)



EXISTING LANDSCAPE SCHEDULES & NOTES

24435 Halsted Road, Farmington Hills, MI 48335 – all existing landscaping to remain and be maintained by owner.

EXISTING TREE SCHEDULE (PER SURVEY 26-049 - ALL TREES TO REMAIN)

KEY	SURVEY TAG	BOTANICAL NAME	COMMON NAME	SIZE	CONDITION	ACTION
T1	10487	Gleditsia triacanthos	Honeylocust	12"	Good	Retain
T2	104871	Pyrus communis	Pear	18"	Good	Retain
T3	104872	Acer platanoides	Norway Maple	13"	Good	Retain
T4	104873	Acer platanoides	Norway Maple	11"	Good	Retain
T5	104874	Acer platanoides	Norway Maple	12"	Good	Retain
T6	104875	Acer platanoides	Norway Maple	12"	Good	Retain
T7	104876	Acer platanoides	Norway Maple	12"	Good	Retain
T8	104877	Acer platanoides	Norway Maple	15"	Good	Retain

8 existing trees – 6 Norway Maple, 1 Honeylocust, 1 Pear. All trees to remain and be protected during site work.

EXISTING SHRUBS, GROUND COVER & ORNAMENTAL GRASSES (ALL TO REMAIN)

ELEMENT	TYPE / BOTANICAL	LOCATION ON SITE	ACTION
Spreading Juniper	Juniperus sp. (evergreen)	Building entrance & foundation beds	Retain
Mixed Foundation Shrubs	Deciduous / evergreen shrubs	Around building perimeter	Retain
Ornamental Grasses	Miscanthus / Calamagrostis sp.	Halsted Rd frontage beds & parking islands	Retain
Decorative Rock & Boulder Beds	River-rock & fieldstone	Honeylocust bed (NE) & SE corner	Retain
Turf Lawn	Cool-season turf grass	Greenbelt along Halsted Rd & Hallwood Ct	Retain / maintain

LANDSCAPE NOTES

1.

Existing foliage including trees, shrubs and decorative vegetation to remain; existing landscaping to be maintained by owner.
2.

All existing trees to remain shall be protected during site work; no grading, paving or storage within the tree drip lines.
3.

Existing landscape beds to be kept mulched and weed-free; ornamental grasses cut back annually. Turf greenbelt along Halsted Road and Hallwood Court to remain and be maintained.
4.

No new paving proposed; existing landscape areas to remain as shown on the survey (Lehner 26-049).
5.

Any new plantings shall be of non-invasive species approved by the City of Farmington Hills.

LANDSCAPE PHOTOGRAPHS

24435 Halsted Road, Farmington Hills, MI 48335 – existing trees (keyed to survey labels T1–T8), shrubs, ornamental grasses & ground cover.



Honeylocust (T1) – NE corner at Halsted Rd



Honeylocust (T1) & river-rock / boulder bed



Norway maple row (T3–T8) along south wall



Norway maple row (T3–T8) & service drive



Juniper / evergreen shrub beds at entrance



Entrance shrub beds & ornamental grass



Ornamental grass bed – north parking island



Frontage greenbelt – turf lawn & grasses

**Minutes - Planning Commission
Meeting June 18, 2026**

**CITY OF FARMINGTON HILLS
PLANNING COMMISSION SPECIAL MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
JUNE 18, 2026 6:00 P.M.**

CALL MEETING TO ORDER

The Planning Commission Special Meeting was called to order by Chair Lindquist at 6:22pm

ROLL CALL

Commissioners present: Brickner, Countegan, Grant, Lindquist, Stimson, Trafelet, Ware

Commissioners Absent: Mantey

Others Present: City Planner Mulville-Friel, City Attorney Schultz, Planning Consultant
Auerbach (Carlisle Wortman)

APPROVAL OF AGENDA

MOTION by Trafelet, support by Stimson, to approve the agenda as published.

Motion passed unanimously by voice vote.

SPECIAL MEETING

A. ZONING AUDIT

City Planner Mulville-Friel explained that the 2024 Master Plan identified a need to review the current Zoning Ordinance, which is several decades old, as an initial step toward reorganizing and restructuring the Ordinance to align with current State planning laws and zoning requirements, and to implement the 2024 Master Plan.

Carlisle Wortman had completed an initial review of the Zoning Ordinance and prepared a memo outlining a proposed organizational template. The proposed template would reorganize the Ordinance into 20 articles, compared with the current seven chapters.

City Council was introduced to the zoning audit at its February 11, 2026 goal-setting meeting, when Carlisle Wortman presented three prioritization options, and City Council identified Option 2 as the preferred approach. Option 2 would comprehensively reorganize the Ordinance without undertaking extensive substantive text amendments. Individual priority text amendments would be addressed separately as they are identified.

City Attorney Schultz explained that individual zoning text amendments begin with the Planning Commission, which reviews the amendment, conducts a public hearing, and makes a recommendation to City Council. He characterized the proposed Ordinance reorganization as a large scale text amendment affecting the entire Zoning Ordinance.

City Planner Mulville-Friel explained that the broader Ordinance restructuring is one project, while clarifying and consolidating the site plan review process is a separate, immediate priority. Site plan review requirements are currently distributed among the Zoning Ordinance, General Code, and Development Review Manual. Staff is working with Carlisle Wortman to create a clear site plan review section, so applicants submit more complete plans for Planning Commission review.

Commissioners Brickner and Grant noted the applicant costs associated with repeated plan revisions. Commissioners agreed that clearer instructions and more complete initial applications, thereby reducing the number of later revisions.

Planning Consultant Auerbach stated that feedback from developers, staff, City Council, and the Planning Commission indicates frustration with the complexity of current requirements, the length of review, and the number of revisions required. The comprehensive zoning audit was initiated in response, in part, to identify improvements that could address those concerns.

Planning Consultant Auerbach presented guiding principles for the Ordinance audit, beginning with simple formatting and ease of navigation in both print and digital formats. He summarized audit findings under seven evaluative principles: formatting, graphics, organization, readability, avoiding conflicting language, efficiency and reduction of redundancy, and alignment with current law and best practices.

Planning Consultant Auerbach cited the B-3 district front yard setbacks as an example, noting that requirements are currently located in at least three separate Ordinance sections. The reorganization would place related regulations in a single, intuitive location while retaining useful graphics, particularly for dimensional and landscaping requirements.

It was noted that the current two column format can be difficult to navigate.

Commissioner Brickner asked whether the project would also address Master Plan implementation, including creation of mixed use regulations for areas such as 12 Mile Road. Planning Consultant Auerbach reiterated that City Council selected Option 2, which focuses primarily on structural reorganization and includes only limited substantive changes. The process is expected to address objectives for Grand River Avenue and the 12 Mile/Orchard Lake Corridor, and may involve mixed use regulations, but it will not be a complete substantive rewrite. However, consolidation of the City's approximately 30 zoning districts and four overlay districts could lead to the creation of mixed use districts. The Ordinance update will provide opportunities to address where mixed use should be permitted and how it should be regulated.

Commissioner Ware emphasized the need for zoning mechanisms that allow the Planning Commission to implement the policies in the new Master Plan. Planning Consultant Auerbach agreed that Master Plan objectives and related policy changes will be addressed, while reiterating that Option 2 emphasizes revising the Ordinance structure.

Commissioner Countegan supported the organizational work but noted that the Planning Commission should focus its review on significant policy changes needed to implement the Master Plan rather than on detailed formatting decisions, which could largely be left to the Consultant and staff. Planning Consultant Auerbach stated that policy changes will be unavoidable, including changes to permitted uses and review procedures, while also noting that the scope of new implementation measures will be limited by available time and budget.

Commissioner Ware asked whether the review of zoning districts would include consideration of why each district exists, its relationship to the Master Plan, and the community vision for future development.

Planning Consultant Auerbach confirmed that this analysis will be part of the process. Most of the proposed work will involve reorganizing and consolidating requirements by topic. For instance, landscape, lighting, and site plan review provisions should be located in single, self-contained articles so users do not need to search multiple sections for applicable requirements. Consolidating Ordinance tables could improve usability, including a unified permitted use table organized by zoning district, and consistent dimensional standards tables covering setbacks, heights, and related standards. The update will also review substantive policy items and Master Plan implementation priorities identified by City Council, including sign regulations, conditional rezonings, missing middle housing, duplexes and three to five unit dwellings, and regulations for high impact uses.

Regarding data centers, Planning Consultant Auerbach stated that even though none are presently proposed in the City, regulations could address high impact uses more broadly. Potential standards could apply to facilities with significant water, sewer, or electricity demands, including uses not specifically defined in the Ordinance. Chair Lindquist suggested that the review also consider other newer uses and their potential sanitary sewer impacts, such as uses that proposed to warehouse ICE detainees.

Planning Consultant Auerbach reiterated that Option 2 will primarily focus on reorganization. The process is expected to take approximately six to 12 months. Substantive policy changes will likely arise during the work.

Commissioner Ware asked whether possible state legislation concerning residential lot sizes and housing would be addressed. Planning Consultant Auerbach stated that pending legislation could affect local regulation of residential lot size and housing; the City would need to respond if enacted, but he did not recommend proactively adopting requirements before the legislation is passed.

B. SITE PLAN REVIEW PROCESS

Planning Consultant Auerbach introduced the proposed Article: Chapter 21, Planning, Article II, Site Plan Regulations. He described the Article as an initial opportunity to address concerns expressed by the Planning Commission, staff, developers, and City Council.

Site plan review requirements are currently located in the General Code and multiple sections of the Zoning Ordinance. The current provisions do not always clearly identify the reviewing body, whether Planning Commission review or administrative review is required, or the required application materials. The proposed Article is intended to make the process fairer, more predictable, and more efficient, resulting in more complete applications that should reduce post approval revisions, improve transparency and customer service, and eventually free staff capacity, although there will be a learning period for everyone.

Full site plan review

Under the draft Ordinance, larger or more impactful development projects would proceed through a full site plan review process with preliminary and final stages. Smaller projects, limited site plan changes, and other specified categories could be processed administratively in a single review. The full process would generally begin with a preapplication meeting with staff, unless the Planner determines that a meeting is unnecessary. The applicant would submit a preliminary site plan to the Planner who would circulate it to City departments and evaluate it for completeness. Complete applications would proceed to Planning Commission review.

The Planning Commission would review applicable standards and requested waivers, and could grant preliminary approval with or without conditions. The applicant would then prepare a final site plan for staff review. Once staff determines that the final plan complies with the approved preliminary plan and applicable requirements, the applicant could proceed with construction permit applications.

The draft Ordinance utilizes a table to identify information required for preliminary and final site plans. The Planner could waive items that are not relevant to a particular proposal.

Site plan expiration

Commissioner Grant asked about the proposed site plan expiration periods. City Planner Mulville-Friel explained that applicants would have two years after preliminary Planning Commission approval to obtain final site plan approval and an additional two years after final approval to obtain construction and building permits. Applicants could request one year extensions up to three times at each stage.

Commissioner Ware asked whether the time limits should be shortened in light of previously approved projects that have not been built. Planning Consultant Auerbach acknowledged that the proposed time periods are more generous than those in some communities, but they do allow developers time to assemble financing and move forward. City Attorney Schultz noted the cost of obtaining site plan approval, and City Planner Mulville-Friel stated that developers often market property after preliminary approval.

Commissioner Brickner stated that applicants may experience delays in obtaining financing or may be affected by increased construction costs. Commissioner Stimson stated that holding undeveloped property is costly and that shorter approval periods would not address economic barriers to construction. Allowing approvals to remain in place may enable projects to proceed when market conditions improve.

Commissioner Grant noted that a March 17, 2026 site plan process memorandum in the meeting packet described different expiration periods; City Planner Mulville-Friel will correct this inconsistency.

Commissioner Ware was concerned that the proposed approval period, including possible extensions, could allow a project to remain unbuilt for an extended period of time. She asked how the City could balance developer flexibility with benefits to the City and residents, citing the former bowling alley site at 14 Mile Road and Orchard Lake Road as an example of a site with an approved plan which remains undeveloped, affecting the appearance of the area.

Commissioner Stimson stated that a longer approval period may be appropriate where redevelopment is delayed by extraordinary costs, such as the site mentioned by Commissioner Ware. It was discovered that the building on that site requires extensive asbestos abatement, and the property owner is pursuing grant assistance for the costs. Expiration of the approval would not resolve the underlying demolition costs. City Attorney Schultz stated that expiration provisions are generally intended to prevent outdated site plan approvals from remaining in effect after Ordinance changes, rather than to force development or favor the City by terminating an approval.

City Planner Mulville-Friel stated that Zoning Board of Appeals approvals are valid for only one year, which may provide an additional point of control when a project requires a variance between preliminary and final site plan approval. She offered to compare site plan approval time frames used by other communities and report back.

Commissioner Lindquist asked how extension requests would be decided. Planning Consultant Auerbach stated that extensions would be approved administratively. An applicant denied an extension could appeal the decision to the Zoning Board of Appeals.

Draft Site Plan Review Article

Planning Consultant Auerbach summarized key elements of the draft Site Plan Review Article. All submittal requirements would be listed in a single table, and the City Planner could waive requirements that are not necessary for a specific project. The Planning Commission would have discretion to require traffic, environmental, noise, or other studies as appropriate. The draft includes 11 approval standards that would apply to both full site plan review and administrative review. The standards are intended to ensure that a site is designed, arranged, and operated safely and is compatible with adjacent uses. As already discussed, the Article also includes expiration, extension, and possible revocation provisions for site plan approvals.

Planning Consultant Auerbach stated that staff had received feedback from the Engineering Department and legal counsel and would make further revisions before the draft returns to the Planning Commission.

Administrative site plan review

Planning Consultant Auerbach presented examples of proposed administrative eligibility criteria. One example is that staff could administratively review an increase in parking of up to 25 percent of existing parking or 6,000 square feet, whichever is less.

Commissioners asked whether the proposed administrative review threshold for a parking increase could also apply to a parking reduction. Reducing excess parking may be a policy issue tied to the Master Plan.

Planning Consultant Auerbach stated that a parking reduction could be approved administratively if the site continued to meet the minimum required number of spaces and did not create other significant site impacts. Broader parking requirements, including the authority to grant waivers from required parking, would be addressed later in the parking chapter.

Priorities for Ordinance Update

Commissioner Countegan stated that the Planning Commission should focus its time on substantive policy changes that implement the Master Plan, including issues such as parking and mixed use, rather than detailed formatting and table consolidation. He supported staff and the Consultant completing the organizational work, and bringing significant policy changes to the Commission for discussion, public hearing, and action. He noted that the Planning Commission had already spent a significant amount of time and many special meetings on the Master Plan update, and he did not feel the Commission needed to spend more time on Zoning Ordinance organization. The work of the Commission involved policy, not formatting.

City Attorney Schultz clarified that the estimated six to 12 month timeframe for this project largely reflects the Consultant and staff work required to physically reorganize the Ordinance, with some substantive edits occurring at the same time.

Commissioner Brickner expressed concern that consolidating zoning districts could create issues for existing district regulations and property rights. Attorney Schultz and Planning Consultant Auerbach clarified that the initial reorganization would retain the City's existing 30 zoning districts; district consolidation would be addressed later, if pursued.

City Planner Mulville-Friel clarified that the presentation was intended to distinguish site plan changes that staff could review administratively from those requiring Planning Commission review. The City Code does not clearly establish staff authority for administrative site plan review, even though the practice has historically occurred.

City Attorney Schultz further explained that applicants would submit the same plans and supporting documents regardless of whether staff or the Planning Commission is the reviewing body.

Planning Consultant Auerbach directed the Commission to the administrative review list on page 4 of the draft Ordinance; the Commission may recommend stricter or more flexible criteria. The list reflects common administrative review categories used in other communities.

Commissioners discussed individual categories included on the list.

Next steps and developer outreach

City Attorney Schultz explained that the draft Site Plan Review Article will return to the Planning Commission for further review before a public hearing is scheduled. City Planner Mulville-Friel stated that the next meeting is anticipated to be a joint study session with City Council on July 20. Staff hopes to have the draft in final form before that meeting.

City Planner Mulville-Friel said that developer engagement will primarily be an email to the City's developer contact list explaining that the City is reviewing the site plan review process. The draft Ordinance may not be available when the initial outreach is sent.

MOTION by Trafelet, support by Brickner, to approve the May 21, 2026 regular meeting minutes as submitted.

Motion passed unanimously by voice vote.

PUBLIC COMMENT

Terry Sever, 1883 Teakwood, White Lake, addressed the Commission regarding sidewalk requirements associated with lot splits. He raised concerns about sidewalk construction costs, tree removal and replacement requirements, and the dedication of right of way for sidewalks. He requested that the City review the tree Ordinance and sidewalk policies in light of affordability, maintenance, safety, and site conditions.

City Attorney Schultz pointed out that lot splits are governed by the Subdivision of Land Ordinance rather than the Zoning Ordinance, and both the Planning Commission and City Engineer have roles under that Ordinance. Broader sidewalk requirements in the Zoning Ordinance could be discussed separately.

COMMISSIONER/STAFF COMMENTS

Commissioner Brickner announced that the City fireworks event in recognition of the 250th anniversary of the United States would be held June 25 at Founders Sports Park.

Commissioner Ware suggested that the City evaluate whether existing Ordinances remain necessary and consistent with the community vision established in the Master Plan. She cited tree preservation, property maintenance, business visibility, and traffic safety as issues requiring a clearer and more intentional policy approach.

In response to comments, City Planner Mulville-Friel reported that the tree fund balance is approximately \$400,000. The fund supports the City tree planting program, including trees planted on private property through an application process and trees planted in public rights of way. She added that single family residential construction is treated differently from commercial development, as commercial projects are subject to tree replacement requirements. She will follow up on how tree planting activities are reported, including how information is included in the Capital Improvements Program and budget.

ADJOURNMENT

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

Motion passed unanimously by voice vote.

The meeting ended at 8:24pm.

Respectfully submitted,
Tanji Grant
Planning Commission Secretary

/cem