

**CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
MARCH 20, 2025, 7:30 P.M.**

**CALL MEETING TO ORDER**

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

**ROLL CALL**

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

Commissioners Absent:           None

Others Present:                   City Planner Perdonik, Planning Consultant Tangari (Giffels Webster), City Attorney Schultz

**APPROVAL OF THE AGENDA**

**MOTION by Brickner, support by Varga, to approve the agenda as published.  
Motion passed unanimously by voice vote.**

**PUBLIC HEARING**

**A.     SPECIAL APPROVAL 51-2-2025**

LOCATION:                           29150 Farmington Road  
PARCEL I.D.:                       22-23-10-101-002  
PROPOSAL:                         Temporary staging area for construction equipment and material within RA-2 One Family Residential District  
ACTION REQUESTED:             Special approval  
APPLICANT:                       Bidigare Contractors/Jordon Bidigare  
OWNER:                             Cedar of Farmington Road, LLC

**Applicant Presentation**

Paul D’Orazio, Bidigare Contractors, was present on behalf of this request for special approval for a temporary staging area for construction equipment and material at 29150 Farmington Road. Bidigare Contractors will be replacing the water main in the Kendallwood subdivision, and the staging area will be used for piles of sand, water main fittings, and excavated dirt. The temporary staging area would be used for a couple of months.

Chair Trafelet noted that a resident had submitted pictures of dust blowing through the bushes from the site; this would have to be addressed.

**Consultant Comments**

Referencing the February 26, 2025 Giffels Webster memorandum, Planning Consultant Tangari highlighted the following information:

- As stated, the applicant was proposing a temporary construction area for water main replacement in Kendallwood Subdivisions #2 and #4 which were immediately south of the proposed site.
- The staging area would operate for up to seven months, although the construction itself is expected to take three to four months, with the remaining time for restoration activities.
- The proposed 3.73 acre site was in the RA-2, one family residential district, and was surrounded by other RA zoning.
- The application showed general areas, but did not show how far things would be set back or a parking area.
- The site circulation will use an existing driveway, and no new lighting or landscaping changes are proposed.
- Specific information requested by staff included:
  - Equipment types and storage plans
  - Anticipated employee count
  - Operational hours and days
  - Confirmation of minimal landscaping impact
- Temporary construction staging uses were permitted as a special land use under Section 4.20.4.C.

#### **Applicant response**

Mr. D’Orazio provided the following clarifications:

- The anticipated employee count was 12-15. Most employee activity would be on the work site itself. Employee activity in the staging area would be limited to dumping and picking up material, and only one operator will be present in the area to move materials as needed.
- Most construction equipment will remain within the work zone and not return to the staging area overnight.
- The hours of operation would be 7:00am-7:00pm, Monday through Saturday, with Saturday work likely ending earlier.
- The proposed site was adjacent to the construction area and no other sites were being considered.
- The applicant will use silt fencing and water trucks to control the dust.
- The site will be used to store dirt, piping, and equipment, but no heavy daily traffic or workforce activity would take place at the yard.
- Pipe installation should take 3–4 months, followed by lawn restoration and other finishing work.
- Short, temporary water shutoffs will occur when services are switched to the new main. The new pipe will be tested before being put into service.

#### **Planning Commission Discussion**

In response to further questions, Mr. D’Orazio provided the following:

- The proposed staging area was the most convenient staging area possible.
- The water main size is 8 inches in diameter.
- Regarding dust control, silt fencing will be installed along the Minnow Pond Drain and water trucks will be used for dust suppression.

#### **Public Hearing**

Chair Trafelet opened the meeting to public comment.

Dan Harmon, Kendallwood Drive, expressed concern about early morning noise from diesel engines and requested that work start no earlier than 8am. He recalled a prior construction company's staging use on the same property that caused early morning disturbances.

Chair Trafelet acknowledged the concern but explained that early starts are common with construction. He encouraged residents to call Public Works if the contractor starts before the approved 7am start time.

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.

**MOTION by Brickner, support by Countegan, that Special Approval 51-2-2025, dated February 11, 2025, submitted by Bidigare Contractors/Jordon Bidigare, BE APPROVED, subject to all applicable provisions of the Zoning Chapter, for the following reasons:**

- 1. The use would not be injurious to the district and environs;**
- 2. The effects of the use would not be contrary to the spirit and intent of the Zoning Chapter;**
- 3. The use would be compatible with existing uses in the area;**
- 4. The use will not interfere with orderly development of the area; and**
- 5. The use will not be detrimental to the safety or convenience of vehicular or pedestrian traffic.**
- 6. Bidigare Contractors will adhere to the 7:00am – 7:00pm hours of operation as stated.**

**Motion passed unanimously by voice vote.**

**B. ONE-FAMILY CLUSTER OPTION QUALIFICATION 1, 2025**

LOCATION: 28000 Nine Mile Road  
PARCEL I.D.: 22-23-25-401-001  
PROPOSAL: Qualification of one (1) parcel for construction of site-built, one-family attached dwelling units within RA-1 One Family Residential District  
ACTION REQUESTED: Qualification of One-Family Cluster Option  
APPLICANT: Eureka Building Co.  
OWNER: Lutheran Child and Family Service of Michigan, Inc.

**Applicant Presentation**

Renis Nushaj, Wellspring Lutheran, was present on behalf of this request for qualification of the one-family cluster option. Jim Butler, PEA Group, 1849 Pond Run, Auburn Hills, was also present. This proposal represents an opportunity to use a unique site in alignment with Wellspring's mission, which focuses on services for seniors.

Mr. Butler made the following points:

- The subject parcel was approximately 79 acres. The applicant proposed developing approximately 16 acres of parcel frontage along Nine Mile Rd.

- The proposal consisted of 13 single-story, four-unit buildings. These would be sited on the top of a hill to avoid impacting existing slopes and natural features. The site contains significant topography, large tree stands, wetlands, and floodplain areas.
- Access to the site would be via the existing driveway on Nine Mile Road.

Commissioner Mantey identified the site as difficult to develop. He noted that the current proposal was located south of the river and asked what the long-term plan was for the northern area, which if developed would need a new bridge across the river.

Mr. Nushaj said that there was currently no plan to develop the area north of the river. The existing bridge would remain. Existing buildings on the northern part of the site are planned for demolition. Current occupants will be relocated to a facility in another city prior to construction. The pool will also be removed.

City Attorney Schultz pointed out that the preservation of green space would be discussed after the option was qualified for the Cluster Option.

#### **Consultant Comments**

Referencing the February 26, 2025 Giffels Webster memorandum, Planning Consultant Tangari highlighted the following information:

- The total parcel was approximately 79 acres and was crossed by a branch of the Rouge River.
- The parcel was primarily surrounded by RA-1 zoning, with some single family RA-4 zoning to the south.
- The site was accessed from Nine Mile Rd, with no alternative means of access.
- As noted in the review memorandum, the qualification for the cluster option was based on two findings by the Planning Commission, and final density was dependent on whether the site qualified under both findings. Density calculations were based on the entire site.
  1. A density of 1.8 units per acre would be permitted with qualification under the first standard.
  2. Under the second standard, the Planning Commission could permit an increase in density up to 3.1 units per acre if the parcel was located in a transition area, impacted by non-residential uses or traffic, or other similar conditions. However, the proposed density of 0.67 units per acre is well below the 1.8 units per acre permitted under a basic cluster qualification and would not require qualification under the optional transition area provision.
- The Planning Commission had to find that one of the conditions listed in the ordinance under Section 34-3.17.2.B.i-viii. existed in order to qualify the project under the cluster option. The site meets qualifying standards under:
  - Standard #6: Presence of floodplain and poor soils.
  - Standard #8: Significant natural assets including tree stands, wetlands, and topography.
- Preliminary qualification was not a guarantee of approval of the final cluster site plan.
- The plan showed 13 four-unit buildings which represented 0.67 units per acre over the full site.
- The conceptual site plan shows:
  - Two points of access from Nine Mile Road.

- A preserved bridge crossing the Rouge River.
- Avoidance of most wetlands, with limited culverting of Wetland C and some encroachment near the southeast corner.
- Designation of two common areas, but no pedestrian walkways or sidewalks.
- A full review of the cluster site plan would occur at the next stage of approval.
- An updated tree inventory would be required.

#### **Compliance with the Master Plan**

- The Master Plan designated the site for Flex Residential and identifies it as the Boys and Girls Republic Special Residential Planning Area, with low to medium density to the northeast and west, and medium density to the south. Recommendations include:
  - Future developments be concentrated in previously cleared portions of the site.
  - Preserving woodland along the perimeter.
- Consider neighbor access to outdoor recreation, park space, or shared open space.
- The northern portion of the site is useable but developing it will be challenging.
- Additional height might be permissible near the center of the site if existing woodland was preserved at the site's perimeter.
- There was potential for some land to be used as a park.

#### **Clarifying questions and discussion from the Commission**

Commissioners raised questions regarding how the proposed density is being calculated and whether the full 79-acre parcel or just the southern 16.8 acres (south of the Rouge River) should be used as the basis for that determination.

- Commissioner Stimson questioned whether evaluating density based on the full parcel might restrict future development options on the northern portion of the site.
- Planning Consultant Tangari confirmed that the density calculation presented is based on the entire 79-acre site. If the Commission approves the cluster qualification under Option A (1.8 units/acre), the proposed 52-unit development would consume a portion of the total allowable density, limiting what could be done on the northern half in the future.
- Using only the southern 18 acres for density calculation would result in approximately 2.3 units per acre—within the parameters of Option B (up to 3.1 units per acre), if granted. However, the subject site was one entire parcel, and there was no request to use only a portion of it in the calculations.
- Planning Consultant Tangari confirmed that the northern part is technically usable, but development would be costly and complicated due to topography and access challenges.
- City Attorney Schultz emphasized that the Commission is not determining final approval but simply considering whether the parcel qualifies for the cluster option. Further density and site planning issues will be addressed at later stages of review.
- Commissioner Countegan raised concerns that approving a certain density now might unintentionally allocate density intended for future development, making the current proposal a de facto site plan approval. He suggested the Commission consider whether the parcel should be evaluated as two separate areas for planning purposes.
- Commissioner Mantey reviewed the two ordinance criteria highlighted in staff's recommendation for qualification:  
Standard #6: The parcel contains a floodplain or poor soil conditions that make a substantial portion of the property unbuildable.

Standard #8: The parcel contains natural assets such as significant tree stands, wildlife habitat, or topography worth preserving.

Commissioner Mantey expressed concern that the applicant had not provided the necessary data to substantiate Standard #6, particularly the percentage of land considered unbuildable. He recommended that unless the applicant can provide that information, the Commission should rely only on Standard #8 as justification for qualification.

Mr. Butler acknowledged he did not have exact figures on unbuildable land but reiterated that the ordinance language uses “or” rather than “and,” suggesting that presence of a floodplain alone may qualify a site under Standard #6. Commissioner Mantey disagreed, stating that simply having a floodplain on a site should not automatically trigger qualification.

Commissioner Stimson asked whether the applicant had consulted with EGLE (Michigan Department of Environment, Great Lakes, and Energy) regarding wetland permitting. Mr. Butler responded that their office confirmed the delineation of wetlands and floodplain boundaries and that EGLE would likely be involved in connection with a small portion of a detention basin and stormwater discharges, but no major intrusion into wetlands is planned.

#### **Public Comment**

Chair Trafelet opened the meeting to public comment.

Kerie Cook, speaking on behalf of Elizabeth Cook, Glencreek Drive, expressed concern about the potential impact of the proposed development on the neighborhood’s community well system. She emphasized the need for adequate landscape/tree buffers between any new development and their residential neighbors. Ms. Cook urged the Planning Commission to require proper separation and to avoid overcrowding units. She asked the Planning Commission to consider how approval on the southern portion of the site would affect development on the northern portion of the site.

Ray Matsen, Watt Dr, said he lived 25’ from the property line of this site. He was raised near the site and knew the Boys Republic dumped garbage on the site for many years. He added that the northern portion of the site was heavily wooded and should remain a natural forest or a park.

Gina Doty, Nine Mile Rd, raised concerns about increased traffic on Nine Mile Road and concerns about preserving the area’s natural environment and wildlife. She requested clarification on whether the proposed cluster homes would serve individual families, senior citizens, or both, and inquired about the future of the current residential use on the property.

Derek Gasco, Nine Mile Rd, echoed concerns about traffic and wildlife. He suggested the applicant develop the northern portion of the site instead of the southern portion.

Darrell Youngquest, Spring Valley Drive, expressed concern primarily about potential future development north of the Rouge River. He echoed concerns about traffic and raised additional

concerns about the detention pond and groundwater drainage. He opposed any proposed access from the development into the Spring Valley neighborhood and requested additional screening with dense evergreen plantings to improve visual privacy. He also expressed concern about the long-term impact of site-wide density calculations, particularly if taller, multi-story buildings are proposed in future phases.

Douglas Smith, Watt Drive, asked that the Planning Commission consider incorporating natural barriers such as trees and shrubbery to buffer nearby residences, noting that the river alone does not provide sufficient separation from potential construction impacts. He also raised concerns about the proximity of development to a significant ravine adjacent to the river and encouraged the Commission to ensure generous spacing between the development and the ravine to minimize disruption to neighboring properties.

John Pruitt, Nine Mile Rd, echoed concerns raised by other commenters and raised additional concerns about infrastructure installation, asking how the river would be protected during and after construction.

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 AND MOTION**

In response to question from Commissioner Mantey, City Attorney Schultz clarified that the purpose of the current action is to determine whether the site qualifies under the cluster option ordinance, specifically under Standard #8 (presence of significant natural features). While applicants are required to submit a conceptual plan, the Commission is not evaluating or approving any site plan at this stage. Issues such as detailed engineering, conservation easements, and public open space commitments will be addressed during the formal site plan review process. Attorney Schultz also emphasized that the decision on enhanced density is a separate action and should not be conflated with the qualification determination.

In response to questions from Commissioner Ware, Mr. Nushaj explained that the property has remained in continuous use since 1893 and is currently active. A detailed analysis of land use would be presented at the next stage. Current plans focus on development south of the Rouge River, and any future development on the north would be limited by the total allowable density under the ordinance. Mr. Nushaj further noted that much of the northern portion is expected to remain undeveloped due to natural constraints like wetlands, river corridors, and dense tree cover.

In response to a question from Commissioner Brickner, Mr. Nushaj confirmed that both city water and sewer service are operational and already support the residents currently living on the property.

Commissioner Brickner also clarified that the property is zoned RA-1, which permits residential development at approximately two units per acre. Planning Consultant Tangari confirmed this, adding that adjacent areas to the south are zoned RA-4, which allows up to five units per acre.

In response to questions from Commissioner Grant, City Attorney Schultz said that EGLE review will be part of a future stage; current qualification does not require their input.

Commissioner Mantey clarified that the criteria for undevelopable land relate to the floodway as defined by the U.S. Army Corps of Engineers, while soil conditions would require geological assessment. Wetlands alone do not necessarily make land unbuildable under the ordinance.

Commissioner Countegan asked City Attorney Schultz whether the Commission was required to make a decision on the density level at this meeting or simply determine qualification for the cluster option. City Attorney Schultz clarified that the Planning Commission's initial action is only to determine whether the site qualifies for the cluster option under the ordinance, allowing for a base density of 1.8 units per acre. A separate finding would be required to approve enhanced density of up to 3.1 units per acre, and that determination could be deferred to a future review. Applicants retain the ability to request increased density during the formal site plan process, even if the Planning Commission does not make that finding at this stage.

Commissioner Countegan expressed interest in understanding the future development potential of the entire parcel, particularly the northern portion, and how density might be distributed between the northern and southern sections. He supported the qualification overall but stated that a more comprehensive view of the site would help the Commission address both public concerns and planning consistency.

Chair Trafelet acknowledged that numerous written communications from the public were received and are part of the official record.

After discussion and amendment, the following motion was offered.

**MOTION by Brickner, support by Mantey, to make a preliminary determination that One-Family Cluster Option 1, 2025, dated February 7, 2025, submitted by Eureka Building Co., meets the following qualification standard as set forth in Section 34-3.17.2.B. of the Zoning Ordinance, subsection viii, permitting a maximum density of 1.8 units per acre, and that it be made clear to the applicant that final granting of the One-Family Cluster Option is dependent upon a site plan to be approved by the City Council following review and recommendation by the Planning Commission.**

**Roll call vote:**

<b>Aspinall</b>	<b>yes</b>
<b>Brickner</b>	<b>yes</b>
<b>Countegan</b>	<b>yes</b>
<b>Grant</b>	<b>yes</b>
<b>Mantey</b>	<b>yes</b>
<b>Stimson</b>	<b>yes</b>
<b>Trafelet</b>	<b>yes</b>
<b>Varga</b>	<b>yes</b>
<b>Ware</b>	<b>yes</b>

**Motion passed 9-0.**

**C. 2025/2026 THROUGH 2030/2031 CAPITAL IMPROVEMENTS PLAN**

Chair Trafelet opened the meeting to public comment.

As no 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.

**MOTION by Varga, support by Stimson that the City of Farmington Hills Capital Improvements Plan for 2025/2026 – 2030/2031 BE ADOPTED as presented and FORWARDED to City Council.**

**Roll call vote:**

<b>Aspinall</b>	<b>yes</b>
<b>Brickner</b>	<b>yes</b>
<b>Countegan</b>	<b>yes</b>
<b>Grant</b>	<b>yes</b>
<b>Mantey</b>	<b>yes</b>
<b>Stimson</b>	<b>yes</b>
<b>Trafelet</b>	<b>yes</b>
<b>Varga</b>	<b>yes</b>
<b>Ware</b>	<b>yes</b>

**Motion passed 9-0.**

**REGULAR MEETING**

**A. SITE PLAN 63-12-2024**

LOCATION:	34650 Eight Mile Road
PARCEL I.D.:	22-23-33-376-040
PROPOSAL:	Renovation of vehicle wash within B-3 General Business District
ACTION REQUESTED:	Site plan approval
APPLICANTS:	Krieger Klatt Architects
OWNERS:	MCW Farmington Hills, LLC

**Consultant Comments**

Referencing the January 16, 2025 Giffels Webster memorandum, Planning Consultant Tangari explained that the proposal is to renovate an existing car wash on a 1.48-acre site zoned B-3. The site includes both a car wash and an oil change facility; the latter is not affected by the proposed renovations. Key components of the proposal include:

- The site is surrounded by B-3, RC-2, R-4, and RC-2 zoning, and is accessed from Eight Mile Rd. One entrance is primarily for the oil change business, and the other entrance serves the car wash.
- A car wash is permitted as a special land use in B-3 districts subject to Planning Commission approval and the standards of Section 4.40.

- The plan maintained the existing Eight Mile Rd. access but made changes to the site's interior, particularly in the stacking lanes for the wash tunnel. Also, two existing vacuum units would be replaced with seven new single vacuum units.
- There will be no expansion of the existing building footprint; all proposed building renovations relate to appearance and interior layout.
- Setbacks remain compliant, and there are no new nonconformities introduced to the site.
- Site landscaping is being enhanced, particularly along the northwest property line, including new tree plantings to buffer adjacent RC-2 multifamily zoning.
- This area does not have a marginal access drive; the use to the west is residential. The Planning Commission may consider whether a marginal access drive to the east is warranted although such a drive would require significant redesign of the subject site, and the neighboring site does not have a ready connection point.

Planning Consultant Tangari noted that the proposed relocation of the vacuum stations places them 75 feet from RC-2-zoned residential property, which does not meet the 100-foot separation now required under current ordinance standards. The previous vacuum locations were also within that distance but were established before the current standard was enacted and therefore were nonconforming. Because the vacuums are being moved and now fall under the updated ordinance, the project requires discretionary review and approval by the Planning Commission. The variance request for vacuum placement must be decided by the Zoning Board of Appeals.

The plan will not increase the amount of the site that is paved. Lighting will have to be adjusted for compliance to the ordinance.

A complete list of outstanding issues is contained in the review memorandum.

#### **Applicant Presentation**

Eric Miles, Krieger Klatt Architects, 400 E. Lincoln Avenue, Royal Oak, was present on behalf of this application for site plan approval at 34650 Eight Mile Rd. Jamie Antoniewicz, Atwell was also present.

Key components of the project included:

- Replacement of two outdated coin-operated vacuum stations with seven new individual vacuum bays served by a central vacuum system.
- The new vacuum infrastructure will be located in a similar area as the existing units but will not meet the current 100-foot separation requirement from RC-2 zoned residential property.
- Installation of license plate recognition cameras and new pay stations to improve vehicle flow and enable monthly membership plans.

The applicants confirmed that no expansion of pavement is proposed, and that changes are limited to reconfiguration and upgrades within the existing site footprint.

**MOTION by Countegan, support by Ware, that Site Plan 63-12-2024, dated December 18, 2024, submitted by Krieger Klatt Architects, BE APPROVED, because it appears to meet all applicable requirements of the Zoning Chapter, SUBJECT TO the following conditions:**

- 1. All outstanding issues identified in Giffels Webster’s January 16, 2025, review shall be addressed to the reasonable satisfaction of the City Planner;**
- 2. All outstanding issues identified in the City Engineer’s January 24, 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 January 8, 2025, interoffice correspondence shall be addressed to the reasonable satisfaction of the Fire Marshal; and**
- 4. Variance granted by the Zoning Board of Appeals for vacuum placement location.**

**Motion passed 8-1 by voice vote (Mantey opposed).**

Commissioner Mantey opposed the motion because he was not convinced that the applicant had done enough to address vacuum noise control.

**B. SITE PLAN 65-12-2024 (PLANNED UNIT DEVELOPMENT 4, 2021)**

LOCATION:	32905 Northwestern Highway
PARCEL I.D.:	22-23-02-102-014
PROPOSAL:	Construction of multiple-family dwellings within B-3 General Business, RA-4 One Family Residential, and P-1 Vehicular Parking Districts
ACTION REQUESTED:	Site plan approval
APPLICANTS:	Tom Herbst
OWNERS:	Farmington Hills Lofts, LLC

**Consultant Comments**

Referencing the January 22, 2025 Giffels Webster memorandum, Planning Consultant Tangari highlighted the following information:

- The PUD was approved in 2021. The applicant had submitted a revised plan for Final Site Plan approval.
- Unlike many PUDs that receive concurrent site plan approval, this application required the final site plan to return separately after the applicant completed several preliminary steps, including street vacations, engineering review, and a development agreement.
- The updated site plan addressed previous deficiencies including lighting details, dumpster enclosure specifications, and mechanical equipment placement. Sidewalks were added along Highview Avenue and Ludden Street, which in turn affected the site’s tree count, which is something the applicants should address.

Tom Herbst, Farmington Hills Lofts, LLC, was present on behalf of this application for Final Site Plan approval at 32905 Northwestern Highway. Jennifer Roth, Atwell, and Johanna, Humphreys & Partners Architects, were also present.

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

- There would be a brownfield request with the project.
- The main entrance to the main office would be along Northwestern Highway. Double door access would allow stretcher access to the courtyards.
- Barbecues would be provided in the courtyards.

Mr. Herbst addressed the tree reduction issue, noting that the site is being developed at a much higher density than its current condition. Additional requirements, such as sidewalks and parking for townhomes, limited the amount of green space available for new plantings. They were requesting a waiver to reduce the number of replacement trees from 125 to 65, for a total of \$24,000.

The applicants explained that the project includes approximately \$2 million in off-site improvements—such as road paving and utility installation along Greening, Highview, Mulfordton, Rexwood, and Ludden Streets—which do not directly benefit the development site but were undertaken for the City's benefit. They asked that these off-site investments should be taken into account when considering the waiver request.

After discussion relative to the appropriateness of the request, taking into account the significant community investment as part of this PUD agreement, and also taking into account that the current state of the tree fund is very healthy, Commissioners expressed support for the waiver.

**MOTION by Countegan, support Varga that Site Plan 65-12-2024, dated January 2, 2025, submitted by Tom Herbst, BE APPROVED, because it appears to meet all applicable requirements of the Zoning Chapter, SUBJECT TO the following conditions:**

1. All outstanding issues identified in Giffels Webster's January 22, 2025, review shall be addressed to the reasonable satisfaction of the City Planner;
2. All outstanding issues identified in the City Engineer's January 27, 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 January 22, 2025, interoffice correspondence shall be addressed to the reasonable satisfaction of the Fire Marshal.
4. The requested tree replacement waiver of 60 trees is granted.

**Motion passed 8-1 by voice vote (Mantey opposed).**

Commissioner Mantey said he opposed the motion because he did not support a complete waiver.

**C. ZONING TEXT AMENDMENT 3, 2024**

CHAPTER OF CODE:	34, Zoning Ordinance
PROPOSED AMENDMENT:	Amend Zoning Ordinance to add new definitions and add, remove, and revise several OS-4 Office Research District, use standards, and off-street parking requirements
ACTION REQUESTED:	Set for public hearing
SECTIONS:	34-2.2 and 34-3.1.24

**MOTION by Ware, support by Aspinall, that draft Zoning Text Amendment 3, 2024, BE SET FOR PUBLIC HEARING for the Planning Commission’s next available regular meeting agenda.**

**Motion passed unanimously by voice vote.**

**D. ZONING TEXT AMENDMENT 4, 2024**

CHAPTER OF CODE: 34, Zoning Ordinance  
PROPOSED AMENDMENT: Amend Zoning Ordinance to revise definition of restaurant, drive-in; add definition of commercial outdoor recreation space; and delete reference to automobile service center and replace with automobile repair  
ACTION REQUESTED: Set for public hearing  
SECTIONS: 34-2.2 and 34-3.1.24

**MOTION by Grant, support by Stimson, that draft Zoning Text Amendment 4, 2024, BE SET FOR PUBLIC HEARING for the Planning Commission’s next available regular meeting agenda.**

**Motion passed unanimously by voice vote.**

**E. HISTORIC DISTRICT COMMISSION 2024 ANNUAL REPORT**

ACTION REQUESTED: Acceptance of report

**MOTION by Ware, support by Aspinall, that the 2024 Historic District Commission Annual Report BE ACCEPTED.**

Commissioner Countegan commended the Historic District Commission for their outstanding work in preparing the report and for their efforts throughout the year.

**Motion passed unanimously by voice vote.**

**F. PLANNING COMMISSION 2024 ANNUAL REPORT**

ACTION REQUESTED: Acceptance of report

**MOTION by Brickner, support by Varga, that the 2024 Planning Commission Annual Report BE ACCEPTED.**

Commissioners noted that the report was well put together and accurately reflected the work done in the past year.

**Motion passed unanimously by voice vote.**

**G. ELECTION OF OFFICERS**

**MOTION by Brickner, support by Stimson to re-elect officers to their current positions for another year.**

**Chair: Trafelet**  
**Vice Chair: Varga**  
**Secretary: Aspinall**

**Motion passed unanimously by voice vote.**

**APPROVAL OF MINUTES**

Approval of December 19, 2024 Regular Meeting; January 16, 2025, Special Meeting; and January 23, 2025, Regular Meeting

**MOTION by Varga, support by Grant, to approve the December 19, 2024 Regular Meeting; January 16, 2025, Special Meeting; and January 23, 2025, Regular Meeting Planning Commission meeting minutes as published.**

**Motion passed unanimously by voice vote.**

**PUBLIC COMMENT**

None.

**COMMISSIONER/STAFF COMMENTS**

Commissioner Mantey expressed his feeling that the Boys Republic site was potentially a spot for a nice park in an area of the City where parks are needed and raised the possibility of the City negotiating to acquire the land north of the river.

**ADJOURNMENT**

Chair Trafelet adjourned the meeting at 9:23pm.

Respectfully submitted,  
Kristen Aspinall,  
Planning Commission Secretary

Approved 04-17-2025

/cem