

ROYAL OAK PLANNING COMMISSION
CITY OF ROYAL OAK, MICHIGAN

Tuesday, February 13, 2024
7:00 p.m.

AGENDA

A. Call to Order

B. Approval of Minutes for January 9, 2024

C. Public Comment on Non-Agenda Items

D. New Business

1. Public Hearing – Capital Improvements Program for 2024-25 Fiscal Year

E. Other Business

1. SV 24-02-01 – Sign Variance request to install monument sign for automobile filling station and convenience store (Shell) at **735 S. Main St.** (parcel no. 25-22-157-003) with sign variances to: (a) allow prohibited sign type (monument sign in sign area 3); (b) waive 6.26 ft. of minimum required 10-ft. west setback; and (c) waive 3 ft. of minimum required 10-ft. south setback.

Aver Sign Co., Petitioner & Contractor
Safeway Acquisition Co., LLC, Owner

2. SV 24-02-02 – Sign Variance request to reface nonconforming freestanding sign for Detroit Zoological Park at **8450 W. 10 Mile Rd.** (parcel no. 25-21-478-043) with following sign variances: (a) allow three freestanding signs; (b) waive 134 ft. from maximum permitted 16-ft. freestanding sign height; and (c) waive 8,098 sq. ft. from maximum permitted 42-sq. ft. freestanding sign area.

Detroit Zoological Park, Petitioner & Owner
IMBranded, Contractor

3. Review of Draft Chapter 4: Provide More Housing Options

4. Election of Officers

5. Non-Action Items

- a. 2023 Annual Report
- b. Administrative Site Plan Approvals

F. Adjournment

Present

Ann Bueche
Sharlan Douglas, City Commissioner
Jim Ellison
Clyde Esbri
Michael Fournier, Mayor
Woody Gontina, Vice-Chairperson
Gary Quesada, Chairperson

Absent

None

Staff

Nic Grochowski, City Attorney
Debra Peck Lichtenberg, Director of Finance
Joseph Murphy, Director of Planning

Also Present

Matthew Lambert, DPZ Co-Design (by remote video connection)

A. Call to Order

Chairperson Quesada called the February 13, 2024, regular meeting of the Royal Oak Planning Commission to order at 7:00 p.m.

B. Approval of Minutes for January 9, 2024

Moved by Mr. Ellison
Seconded by Mr. Gontina

To approve the minutes of the January 9, 2024, regular meeting of the Royal Oak Planning Commission as presented.

Motion adopted unanimously.

C. Public Comment on Non-Agenda Items

Chairperson Quesada invited members of the audience to comment on any issues that were not part of the meeting's agenda. After all interested members of the audience came forward Chairperson Quesada closed the public comment portion of the agenda.

D. Other Business

Moved by Mr. Esbri
Seconded by Mr. Ellison

To amend the agenda by moving item numbers 1 and 2 under "Other Business" to the beginning of the agenda.

Motion adopted unanimously.

1. **SV 24-02-01 – Sign Variance** request to install monument sign for automobile filling station and convenience store (Shell) at **735 S. Main St.** (parcel no. 25-22-157-003) with sign variances to: (a) allow prohibited sign type (monument sign in sign area 3); (b) waive 6.26 ft. of minimum required 10-ft. west setback; and (c) waive 3 ft. of minimum required 10-ft. south setback.

Aver Sign Co., Petitioner & Contractor
Safeway Acquisition Co., LLC, Owner

Moved by Mr. Esbri
Seconded by Mr. Ellison

To conduct a public hearing for SV 24-02-01, a sign variance request to install a monument sign for an automobile filling station and convenience store (Shell) at 735 South Main Street (parcel no. 25-22-157-003).

Chairperson Quesada opened a public hearing on the application. After all interested members of the audience came forward Chairperson Quesada closed the public hearing.

Motion adopted 6 to 1.

Yes: Ms. Bueche, Mr. Ellison, Mr. Esbri, Mayor Fournier, Mr. Gontina, Mr. Quesada.
No: . Commissioner Douglas.

Moved by Mr. Esbri

Seconded by Commissioner Douglas

To grant the following sign variances for SV 24-02-01, a sign variance request to install a monument sign for an automobile filling station and convenience store (Shell) at 735 South Main Street (parcel no. 25-22-157-003): (a) allow a prohibited sign type (a monument sign in sign area 3); (b) waive 6.26 feet of minimum required 10-foot west setback; and (c) waive 3 feet of minimum required 10-foot south setback.

Motion adopted unanimously.

2. **SV 24-02-02 – Sign Variance** request to reface nonconforming freestanding sign for Detroit Zoological Park at **8450 W. 10 Mile Rd.** (parcel no. 25-21-478-043) with following sign variances: (a) allow three freestanding signs; (b) waive 134 ft. from maximum permitted 16-ft. freestanding sign height; and (c) waive 8,098 sq. ft. from maximum permitted 42-sq. ft. freestanding sign area.

Detroit Zoological Park, Petitioner & Owner
iMBranded, Contractor

Moved by Mr. Ellison

Seconded by Mr. Esbri

To grant the following sign variances for SV 24-02-02, a sign variance request to reface a nonconforming freestanding sign for the Detroit Zoological Park at 8450 West 10 Mile Road (parcel no. 25-21-478-043): (a) allow three freestanding signs; (b) waive 134 feet from the maximum permitted 16-foot freestanding sign height; and (c) waive 8,098 square feet from the maximum permitted 42-square foot freestanding sign area.

Motion adopted unanimously.

E. New Business

1. Public Hearing – Capital Improvements Program for 2024-25 Fiscal Year

Chairperson Quesada opened the public hearing on the capital improvements program for the 2024-2025 fiscal year. After all interested members of the audience came forward Chairperson Quesada closed the public hearing.

Moved by Commissioner Douglas

Seconded by Mr. Esbri

Be it resolved that the planning commission approves the capital improvement program for the 2024-25 fiscal year as presented and recommends its adoption by the city commission as part of the 2024-25 fiscal year budget.

Motion adopted 5 to 2.

Yes: Commissioner Douglas, Mr. Esbri, Mayor Fournier, Mr. Gontina, Mr. Quesada.

No: Ms. Bueche, Mr. Ellison.

F. Other Business (continued)

3. Review of Draft Chapter 4: Provide More Housing Options

Mr. Lambert reviewed a draft of chapter 4, Provide More Housing Options, from the draft master plan. No formal action was taken.

4. Election of Officers

Chairperson Quesada opened the floor to nominations for the positions of chairperson and vice-chairperson. Mr. Esbri nominated Mr. Quesada for chairperson and Mr. Gontina for vice-chairperson. Commissioner Douglas supported. There being no further nominations, nominations were closed. Chairperson Quesada called for a vote.

Nominations adopted unanimously.

5. Non-Action Items

The following informational items were presented to the planning commission with no further action being taken: (a) the planning commission's annual report for 2023; and (b) a list of building permit applications and site plans administratively approved by the planning division during the fourth quarter of 2023.

G. Adjournment

Moved by Mr. Ellison

Seconded by Mr. Gontina

To **adjourn** the February 13, 2024, regular meeting of the Royal Oak Planning Commission at 9:41 p.m.

Motion adopted unanimously.


Gary Quesada
Chairperson, Planning Commission


Joseph M. Murphy
Director of Planning