

**ROYAL OAK PLANNING COMMISSION
CITY OF ROYAL OAK, MICHIGAN**

**Tuesday, March 12, 2024
7:00 p.m.**

AGENDA

A. Call to Order

B. Approval of Minutes for February 13, 2024

C. Public Comment on Non-Agenda Items

D. New Business

1. **Public Hearing – Special Land Use & Site Plan (SP 24-03-02)** to convert ground level commercial space of mixed-use building into multiple-family dwelling at **435 N. Washington Ave.** (parcel no. 25-16-477-023).
Daniel J. Martin, Petitioner & Owner
George J. Hartman Architects, PC, Architect
2. **SP 24-03-03 – Site Plan** to construct three-story building with five multiple-family dwellings at **810 S. Washington Ave.** (parcel no. 25-21-426-023).
Scott Quality Homes II, LLC, Petitioner
Horizon Engineering, LLC, Engineer
810 S Wash Ave Realty, LLC, Owner

E. Other Business

1. **SV 24-03-03 – Sign Variance** request to replace two freestanding signs for Detroit Zoological Park at **8450 W. 10 Mile Rd.** (parcel no. 25-21-478-043) with following sign variances: (a) waive 54 sq. ft. from maximum permitted 42-ft. sign area for freestanding sign on Woodward Ave.; and (b) waive 134 sq. ft. from maximum permitted 42-sq. ft. sign area for freestanding sign on W. 10 Mile Rd.
Detroit Zoological Park, Petitioner & Owner
iMBranded, Contractor
2. **Non-Action Items**
 - a. Presentation to City Commission on Capital Improvement Plan and ARPA Funds
 - b. RCOC 2023 Strategic Planning Report
 - c. Michigan Planner January/February 2024

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

Joshua Marcum, Assistant City Attorney

Tim Thwing, Director of Community Development

A. Call to Order

Chairperson Quesada called the March 12, 2024, regular meeting of the Royal Oak Planning Commission to order at 7:00 p.m.

B. Approval of Minutes for February 13, 2024

Moved by Mr. Gontina
Seconded by Mr. Esbri

To approve the minutes of the February 13, 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. New Business

1. **Public Hearing – Special Land Use & Site Plan (SP 24-03-02)** to convert ground level commercial space of mixed-use building into multiple-family dwelling at **435 N. Washington Ave.** (parcel no. 25-16-477-023).

Daniel J. Martin, Petitioner & Owner
George J. Hartman Architects, PC, Architect

Moved by Commissioner Douglas
Seconded by Mr. Gontina

To approve a special land use permit to convert the ground level commercial space of a mixed-use building into a multiple-family dwelling at **435 North Washington Avenue** (parcel no. 25-16-477-023).

Motion adopted unanimously.

Moved by Mr. Esbri
Seconded by Commissioner Douglas

To approve SP 24-03-02, a site plan to convert the ground level commercial space of a mixed-use building into a multiple-family dwelling at **435 North Washington Avenue** (parcel no. 25-16-477-023), with the following **contingencies**:

- a. The petitioner shall modify their rental property license with the building division to add the third dwelling unit.

- b. The six-foot gate and fence to screen the trash area shall be made of a bio-degradable material instead of vinyl. No screening shall be required between the off-street parking lot and the north side lot line along Park Avenue.
- c. A bicycle rack shall be added at an appropriate location as determined by the planning division.
- d. Signs shall be posted stating that vehicles may not back into off-street parking spaces.
- e. All paving, utilities, and work within public rights-of-way shall be in accordance with the specifications and standards of the city engineer, including replacement of the driveway approach to Park Avenue.
- f. All exterior lighting fixtures shall comply with § 770-96 B of the zoning ordinance and other city codes and ordinances.
- g. All signage shall comply with the sign ordinance (Chapter 607) or receive the necessary variances from the planning commission.
- h. A performance bond shall be posted in an amount to be determined by the building official.
- i. The site plan shall meet all other code and ordinance requirements, as determined by the building official, fire marshal, and city engineer, including, but not limited to, the state building code and the city's fire prevention ordinance (Chapter 340), prior to issuance of any building or right-of-way permits.

Moved by Mayor Fournier
Seconded by Ms. Bueche

To amend the motion to allow the existing driveway to Park Avenue to remain at its current location.

Amendment fails 3 to 4.

Yes: Ms. Bueche, Mayor Fournier, Mr. Gontina.

No: Commissioner Douglas, Mr. Ellison, Mr. Esbri, Mr. Quesada.

Motion adopted 6 to 1.

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

No: Ms. Bueche.

2. SP 24-03-03 – Site Plan to construct three-story building with five multiple-family dwellings at **810 S. Washington Ave.** (parcel no. 25-21-426-023).

Scott Quality Homes II, LLC, Petitioner
Horizon Engineering, LLC, Engineer
810 S Wash Ave Realty, LLC, Owner

Moved by Commissioner Douglas
Seconded by Mr. Ellison

To approve SP 24-03-03, a site plan to construct a three-story building with five multiple-family dwellings at **810 South Washington Avenue** (parcel no. 25-21-426-023), with the following **contingencies**:

- a. The zoning board of appeals shall grant all necessary variances, i.e., the minimum required 18,000 square feet of lot area for five dwellings, the maximum permitted driveway width of 30 feet, etc.
- b. Building setbacks shall be as depicted on the site plan.
- c. Corner vision clearance setbacks for off-street parking shall be as depicted on the site plan.

- d. Landscaping, screening, placement of waste and recycling containers, and placement of HVAC units shall be depicted on the site plan.
- e. All paving, utilities, and work within public rights-of-way shall be in accordance with the specifications and standards of the city engineer.
- f. All exterior lighting fixtures shall comply with § 770-96 B of the zoning ordinance and other city codes and ordinances, including being directed downward and shielded so as not to shine on adjacent property, and within maximum permitted fixture heights and illumination levels.
- g. All signage shall comply with the sign ordinance (Chapter 607) or receive the necessary variances from the planning commission.
- h. A performance bond shall be posted in an amount to be determined by the building official.
- i. The site plan shall meet all other code and ordinance requirements, as determined by the building official, fire marshal, and city engineer, including, but not limited to, the state building code, the city's fire prevention ordinance (Chapter 340), and the city's stormwater detention ordinance (Chapter 644), prior to issuance of any building or right-of-way permits.

Motion adopted unanimously.

E. Other Business

1. **SV 24-03-03 – Sign Variance** request to replace two freestanding signs for Detroit Zoological Park at **8450 W. 10 Mile Rd.** (parcel no. 25-21-478-043) with following sign variances: (a) waive 54 sq. ft. from maximum permitted 42-ft. sign area for freestanding sign on Woodward Ave.; and (b) waive 134 sq. ft. from maximum permitted 42-sq. ft. sign area for freestanding sign on W. 10 Mile Rd.
Detroit Zoological Park, Petitioner & Owner
IMBranded, Contractor

Moved by Mr. Ellison

Seconded by Mr. Gontina

To grant SV 24-03-03, a sign variance request to replace two freestanding signs for the Detroit Zoological Park at **8450 West 10 Mile Road** (parcel no. 25-21-478-043) with the following sign variances: (a) waive 54 square feet from the maximum permitted 42-square foot sign area for a freestanding sign on Woodward Avenue; and (b) waive 134 square feet from the maximum permitted 42-square foot sign area for a freestanding sign on West 10 Mile Road.

Motion adopted unanimously.

2. Non-Action Items

The following informational items were presented to the planning commission with no further action being taken: (a) a presentation from the city commission meeting of February 29, 2024, on the city's capital improvement plan and available ARPA funding; (b) the Road Commission for Oakland County's Strategic Planning Report for 2023; and (c) the Michigan Association of Planning's Michigan Planner newsletter for January and February of 2024.

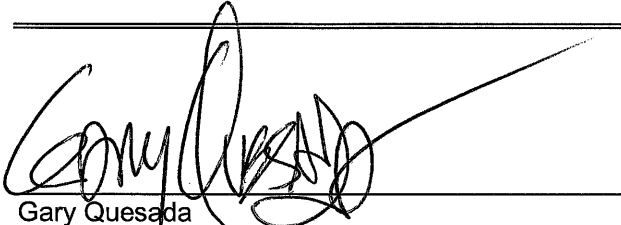
F. Adjournment

Moved by Mr. Ellison


Seconded by Commissioner Douglas

To **adjourn** the March 12, 2024, regular meeting of the Royal Oak Planning Commission at 8:38 p.m.

Motion adopted unanimously.



Gary Quesada
Chairperson, Planning Commission



Timothy E. Thwing
Director of Community Development