

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

**Tuesday, July 9, 2024  
7:00 p.m.**

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**AGENDA**

**1. Call to Order**

**2. Approval of Minutes**

- a. **April 9, 2024.**
- b. **May 14, 2024.**

**3. Public Comment**

**4. Unfinished Business**

- a. **SP 24-04-05 – Site Plan at 3828 W. 13 Mile Rd.** (parcel no. 25-06-455-021) – Construction of two-story outpatient medical clinic and medical office (Corewell Health).  
Corewell Health, Petitioner & Owner  
PEA Group, Engineer  
Hobbs + Black Architects, Architect

**5. New Business**

- a. **Public Hearing – Special Land Use & Site Plan (SP 24-07-06) at 1023 S. Main St.** (parcel nos. 25-22-303-040 & 25-22-303-047) – Renovation and construction of addition for bar / lounge including outdoor café service (Ye Olde Saloon).  
Atnas Properties, LLC, Petitioner & Owner  
HF Architecture, Architect  
Adkison, Need, Allen, & Rentrop, PLLC, Representative
- b. **SP 24-07-07 – Site Plan at Northeast Corner of Crooks Rd. & W. Windemere Ave.** (parcel nos. 25-04-351-042 & 25-04-351-043) – Construction of one-story medical office (Duffield Dentistry) and associated off-street parking on portion of adjacent public park (Worden Park).  
MGA Architects, Inc., Petitioner & Architect  
RCPS II 3400, LLC, Owner
- c. **SP 24-07-08 – Site Plan at 215 S. Washington Ave.** (parcel no. 25-21-232-002) – Renovation of former two-story restaurant (Peking House) into mixed-use building for retail sales and professional offices with construction of third story addition.  
215 South Washington, LLC, Petitioner & Owner  
Krieger-Klatt Architects, Inc., Architect

**6. Other Business**

- a. **Schedule Special Meetings to Review Master Plan.**
- b. **Non-Action Items.**
  - (1) RCOG Road Report.
  - (2) Administrative Site Plan Approvals.

**7. Adjournment**

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**Present**

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  
Joseph Murphy, Director of Planning  
Tim Thwing, Director of Community Development

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**1. Call to Order**

Chairperson Quesada called the July 9, 2024, regular meeting of the Royal Oak Planning Commission to order at 7:00 p.m.

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**2. Approval of Minutes**

**a. April 9, 2024.**

**Moved** by Mr. Esbri

**Seconded** by Mr. Gontina

**To approve** the minutes of the April 9, 2024, regular meeting of the Royal Oak Planning Commission as revised and corrected.

**Motion adopted unanimously.**

**b. May 9, 2024.**

**Moved** by Mr. Ellison

**Seconded** by Commissioner Douglas

**To approve** the minutes of the May 14, 2024, regular meeting of the Royal Oak Planning Commission as presented.

**Motion adopted unanimously.**

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**3. Public Comment**

Chairperson Quesada invited members of the audience to comment on any planning related issues. After all interested members of the audience came forward Chairperson Quesada closed the public comment portion of the agenda.

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#### 4. Unfinished Business

- a. **SP 24-04-05 – Site Plan at 3828 W. 13 Mile Rd.** (parcel no. 25-06-455-021) – Construction of two-story outpatient medical clinic and medical office (Corewell Health).

Corewell Health, Petitioner & Owner  
PEA Group, Engineer  
Hobbs + Black Architects, Architect

**Moved** by Mr. Esbri

**Seconded** by Mr. Gontina

**To postpone SP 24-04-05, a site plan** to construct a two-story outpatient medical clinic and medical office (Corewell Health) at **3828 West 13 Mile Road** (parcel no. 25-06-455-021).

**Motion adopted unanimously.**

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#### 5. New Business

- a. **Public Hearing – Special Land Use & Site Plan (SP 24-07-06) at 1023 S. Main St.** (parcel nos. 25-22-303-040 & 25-22-303-047) – Renovation and construction of addition for bar / lounge including outdoor café service (Ye Olde Saloon).

Atnas Properties, LLC, Petitioner & Owner  
HF Architecture, Architect  
Adkison, Need, Allen, & Rentrop, PLLC, Representative

**Moved** by Commissioner Douglas

**Seconded** by Mr. Ellison

**To approve a special land use permit** to add outdoor café service for a bar / lounge (Ye Olde Saloon) at **1023 South Main Street** (parcel nos. 25-22-303-040 & 25-22-303-047), as the proposed use meets all criteria for granting a special land use permit under § 770-11 C (1) through (7) of the Zoning Ordinance, with permission to seek a variance from the Zoning Board of Appeals for the minimum required number of off-street parking spaces.

**Motion adopted unanimously.**

**Moved** by Mr. Ellison

**Seconded** by Mr. Gontina

**To approve SP 24-07-06, a site plan** to renovate and construct an addition for bar / lounge including outdoor café service (Ye Olde Saloon) at **1023 South Main Street** (parcel nos. 25-22-303-040 & 25-22-303-047), with the following **contingencies**:

- 1) The Zoning Board of Appeals shall grant all necessary variances, i.e., the minimum required number of off-street parking spaces, etc.
- 2) The City Commission shall approve an amended plan of operation to allow outdoor service of alcoholic beverages.

- 3) The petitioner shall maintain compliance with the operational standards for outdoor café service required under § 770-70 of the Zoning Ordinance, e.g., all food preparation shall take place inside the establishment, no music, intercom, or other noise shall be permitted that impacts adjacent properties, etc.
- 4) The building's height-to-width ratio and window openings on the west front façade shall be as depicted on the plan sheets.
- 5) Landscaping and screening within off-street parking lots and between the South Main Street and Williams Court rights-of-way shall be as depicted on the plan sheets.
- 6) All paving, utilities, and work within public rights-of-way shall be in accordance with the specifications and standards of the city engineer.
- 7) 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.
- 8) All signage shall comply with the Sign Ordinance (Chapter 607) or receive the necessary variances from the Planning Commission.
- 9) A performance bond shall be posted in an amount to be determined by the building official.
- 10) The site plan shall meet all other code and ordinance requirements, as determined by the building official and city engineer, including, but not limited to, the Michigan Building Code and the city's Stormwater Detention Ordinance (Chapter 644), prior to issuance of any building or right-of-way permits.

**Motion adopted unanimously.**

- b. **SP 24-07-07 – Site Plan at Northeast Corner of Crooks Rd. & W. Windemere Ave.** (parcel nos. 25-04-351-042 & 25-04-351-043) – Construction of one-story medical office (Duffield Dentistry) and associated off-street parking on portion of adjacent public park (Worden Park).

MGA Architects, Inc., Petitioner & Architect  
RCPS II 3400, LLC, Owner

**Moved** by Mr. Esbri

**Seconded** by Mr. Ellison

**To approve SP 24-07-07, a site plan to construct a one-story medical office (Duffield Dentistry) and associated off-street parking on a portion of an adjacent public park (Worden Park) at the northeast corner of Crooks Road and West Windemere Avenue** (parcel no. 25-04-351-043), with the following contingencies:

- 1) Site plan approval is contingent upon the petitioner's compliance with the terms of the license agreement approved by the City Commission dated June 5, 2009.
- 2) Building setbacks and height-to-width ratios shall be as depicted on the site plan.
- 3) Screening shall be as depicted on the site plan.
- 4) The petitioner shall either: (a) plant additional replacement trees up to a total diameter-at-breast-height of 29 inches; (b) pay a tree replacement fee of \$5,800.00; or (c) plant additional replacement trees with a total diameter-at-breast-height of less 29 inches and pay a tree replacement fee for the

difference between the total diameter-at-breast-height of additional replacement trees planted and 29 inches.

- 5) Off-street parking may be placed with the required west front and east rear setbacks as depicted on the site plan.
- 6) All paving, utilities, and work within public rights-of-way and the adjacent Worden Park property shall be in accordance with the specifications and standards of the city engineer.
- 7) 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.
- 8) All signage shall comply with the Sign Ordinance (Chapter 607) or receive the necessary variances from the Planning Commission. No freestanding signage shall be permitted within the area of the off-street parking lot subject to the license agreement.
- 9) A performance bond shall be posted in an amount to be determined by the building official.
- 10) The site plan shall meet all other code and ordinance requirements, as determined by the building official and city engineer, including, but not limited to, the Michigan Building Code and the city's Stormwater Detention Ordinance (Chapter 644), prior to issuance of any building or right-of-way permits.

**Motion adopted unanimously.**

- c. **SP 24-07-08 – Site Plan at 215 S. Washington Ave.** (parcel no. 25-21-232-002) – Renovation of former two-story restaurant (Peking House) into mixed-use building for retail sales and professional offices with construction of third story addition.

215 South Washington, LLC, Petitioner & Owner  
Krieger-Klatt Architects, Inc., Architect

**Moved** by Commissioner Douglas

**Seconded** by Mr. Gontina

**To approve SP 24-07-08, a site plan** to renovate a former two-story restaurant (Peking House) into a mixed-use building for retail sales and professional offices with construction of a third story addition at **215 South Washington Avenue** (parcel no. 25-21-232-002), with the following **contingencies**:

- 1) The petitioner shall obtain the appropriate agreements from the City of Royal Oak for existing building encroachments into and any construction or staging areas within adjacent rights-of-way and municipally owned properties. The site logistics plan submitted by the petitioner is not approved as part of this site plan.
- 2) Use of the outdoor patio for displays and sales or a dining area shall require approval of a special land use permit and revised site plan by the Planning Commission.
- 3) Window and door openings on the south side, north side, and east rear exterior elevations, and emergency egress from the stairwell at the southeast corner of the building, shall be modified to comply with the Michigan Building Code as determined by the building official.
- 4) Exterior waste and recycling containers shall be located, accessed, and screened as depicted on the plan sheets.

- 5) All paving, utilities, and work within public rights-of-way shall be in accordance with the specifications and standards of the city engineer.
- 6) All exterior lighting fixtures shall comply with § 770-96 B of the Zoning Ordinance and other city codes and ordinances.
- 7) All signage shall comply with the Sign Ordinance (Chapter 607) or receive the necessary variances from the Planning Commission.
- 8) A performance bond shall be posted in an amount to be determined by the building official.
- 9) The site plan shall meet all other code and ordinance requirements, as determined by the building official and city engineer, including, but not limited to, the Michigan Building Code and the city's Stormwater Detention Ordinance (Chapter 644), prior to issuance of any building or right-of-way permits.

**Motion adopted unanimously.**

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## **6. Other Business**

### **a. Schedule Special Meetings to Review Master Plan.**

**Moved** by Commissioner Douglas

**Seconded** by Mayor Fournier

**To schedule** the following **special meetings** of the **Royal Oak Planning Commission** at Royal Oak City Hall to review the Master Plan: Monday, August 19, 2024, at 6:00 p.m.; Monday, September 16, 2024, at 6:00 p.m.; and Tuesday, September 17, 2024, at 6:00 p.m.

**Motion adopted unanimously.**

### **b. Non-Action Items.**

The following informational items were presented to the Planning Commission with no further action being taken: (1) the Road Commission for Oakland County's Road Report newsletter for the second quarter of 2024; and (2) a list of building permit applications and site plans administratively approved by the planning division during the second quarter of 2024.

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## **7. Adjournment**

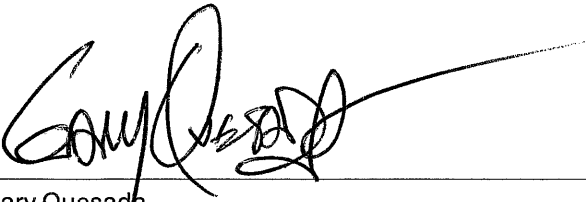
**Moved** by Commissioner Douglas

**Seconded** by Mr. Gontina

**To adjourn** the July 9, 2024, regular meeting of the Royal Oak Planning Commission at 8:58 p.m.

**Motion adopted unanimously.**

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Gary Quesada  
Chairperson, Planning Commission



Timothy E. Thwing  
Director of Community Development