

ROYAL OAK PLANNING COMMISSION  
CITY OF ROYAL OAK, MICHIGAN

Tuesday, April 12, 2016  
7:30p.m.

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AGENDA

A. Call to Order

B. Approval of Minutes for March 15, 2016

C. Public Comment on Non-Agenda Items

D. New Business

1. **Public Hearing – SP 16-04-05 – Amendment to Final Planned Unit Development (PUD) Site Plan (SP 15-03-06)** to construct 10,240-sq. ft. shopping center with restaurants, outdoor cafés, barber shop / hair salon, optometrist, and urgent care clinic on Outlot “A” at **southeast corner of E. Twelve Mile Rd. & N. Edgeworth Ave.** (parcel no. 25-14-126-009)

Versa Development, LLC, Petitioner & Owner  
Giffels-Webster, Engineer  
Rogvoy Architects, Architect

2. **Public Hearing – Conditional Rezoning from Mixed Use 2 to Neighborhood Business** and associated **Site Plan (SP 16-04-06)** to construct 2,929-sq. ft. financial institution with drive-through ATM (Community Choice Credit Union) at **1722-1740 Crooks Rd.** (parcel nos. 25-16-204-001 & 004)

Community Choice Credit Union, Petitioner & Owner  
Facilinet Services, Inc., Representative  
SA+A Architects, Architect

3. **Public Hearing – Conditional Rezoning from One Family Residential to Multiple Family Residential** and associated **Site Plan (SP 16-04-07)** to construct 6 multiple-family dwelling units in 3-story building (31-ft. height) at **326 Oakland Ave.** (parcel no. 25-16-477-021)

Jeff Dawkins Architect, LLC, Petitioner & Architect  
R. Coburn, Owner

E. Other Business

1. **SV 16-04-03 – Sign Variance** request to install wall sign for hospital (Beaumont Health System) at **3601 W. Thirteen Mile Rd.** (parcel no. 25-07-251-024) with variance to waive 170 sq. ft. from maximum permitted 150-sq. ft. wall sign area.

Phillips Sign & Lighting, Inc., Petitioner & Contractor  
Beaumont Health System, Owner

2. **Preliminary Report to Establish L.A. Young Historic District**

3. **City of Troy Master Plan**

4. **City of Southfield Master Plan**

5. **Adopted Capital Improvements Program for 2016-2017 Fiscal Year**

6. **Administrative Site Plan Approvals**
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**Present**

Rebecca Black  
Robert Bruner  
Jeffrey Chase  
Sharlan Douglas, City Commissioner  
Jim Ellison, Mayor  
Clyde Esbri, Chairperson  
Dan Godek

**Absent**

Gary Quesada  
Anne Vaara, Vice-Chairperson

**Staff**

Tim Thwing, Director of Community Development

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**A. Call to Order**

Chairperson Esbri called the April 12, 2016 regular meeting of the Planning Commission to order at 7:30 p.m.

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**B. Approval of Minutes for March 15, 2016**

**Moved** by Mr. Chase  
**Supported** by Mr. Godek

**To approve** the minutes of the March 15, 2016 regular meeting of the Planning Commission as presented.

**Motion adopted unanimously.**

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**C. Public Comment on Non-Agenda Items**

Chairperson Esbri invited members of the audience to comment on any issues that were not part of the meeting's agenda. As no members of the audience came forward Chairperson Esbri closed the public comment portion of the agenda.

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**D. New Business**

- 1. Public Hearing – SP 16-04-05 – Amendment to Final Planned Unit Development (PUD) Site Plan (SP 15-03-06) to construct 10,240-sq. ft. shopping center with restaurants, outdoor cafés, barber shop / hair salon, optometrist, and urgent care clinic on Outlot "A" at southeast corner of E. Twelve Mile Rd. & N. Edgeworth Ave. (parcel no. 25-14-126-009)**

Versa Development, LLC, Petitioner & Owner  
Giffels-Webster, Engineer  
Rogvov Architects, Architect

**Moved** by Mayor Ellison  
**Supported** by Mr. Godek

**To recommend** that the City Commission approve SP 16-04-05, an amendment to a final planned unit development (PUD) site plan (SP 15-03-06) to construct a 10,240-square foot shopping center with restaurants, outdoor cafés, a barber shop / hair salon, an optometrist, and an urgent care clinic on Outlot "A" at the southeast corner of East Twelve Mile Road and North Edgeworth Avenue (parcel no. 25-14-126-009), with the following contingencies:

- a. The petitioner shall prepare and submit an application for review of the final PUD site plan amendment by the City Commission containing all information required under § 770-99 (C) of the Zoning Ordinance, including a draft amendment to the development agreement. The final PUD site plan amendment to be reviewed by the City Commission shall comply with the Zoning Ordinance (Chapter 770) unless otherwise specified within these contingencies.
- b. Prior to review by the City Commission, the final PUD site plan amendment shall be revised to include the following items:
  - 1) The dimensions and floor area of the shopping center and outdoor cafés shall be consistent on all plan sheets.
  - 2) The usable floor area and required off-street parking for all uses shall be as calculated by staff.
  - 3) A joint access agreement shall be submitted verifying permanent access will be maintained between outlot "A" (the shopping center) and the development parcel (Kroger).
  - 4) Additional deciduous trees with a minimum caliper of 2.5 inches and proper spacing shall be added to the landscaped area along the south boundary of outlot "A."
  - 5) A master signage plan shall be included and all signage shall comply with the required provisions of Sign Area 1 in § 607-10 of the Sign Ordinance.
- c. The final PUD site plan amendment to be reviewed by the City Commission shall include separate boundaries, dimensions, and a legal description for outlot "A" and the proposed shopping center, specifying both the ownership and party responsible for future maintenance of outlot "A."
- d. The amendments to the final PUD site plan and/or development agreement to be reviewed by the City Commission shall include, as required under § 770-99 (C)(1)(c) and (d) of the Zoning Ordinance, a specific schedule of the intended development and construction details, including phasing or timing, a staging plan, and a specific schedule of general improvements, including, without limitation, lighting, signage, the mechanisms designed to reduce noise, utilities, and visual screening features.
- e. All paving, utilities, and other improvements, including work within public rights-of-way, shall be in accordance with the specifications and standards of the City Engineer. All electrical, telephone, and similar utilities shall be placed underground.
- f. A performance bond shall be posted in an amount to be determined by the Building Official.
- g. The final PUD site plan amendment 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), and the City Commission shall approve an amendment to the associated development agreement, **prior** to issuance of **any** building or right-of-way permits.

**Motion adopted unanimously.**

2. **Public Hearing – Conditional Rezoning from Mixed Use 2 to Neighborhood Business** and associated **Site Plan (SP 16-04-06)** to construct 2,929-sq. ft. financial institution with drive-through ATM (Community Choice Credit Union) at **1722-1740 Crooks Rd.** (parcel nos. 25-16-204-001 & 004)  
Community Choice Credit Union, Petitioner & Owner  
Facilinet Services, Inc., Representative  
SA+A Architects, Architect

**Moved** by Mr. Godek  
**Supported** by Commissioner Douglas

**Be it resolved**, that the request to conditionally rezone **1722-1740 Crooks Road** (parcel nos. 25-16-204-001 & 25-16-204-001004) from **Mixed Use 2** to **Neighborhood Business** in order to construct a 2,929-square foot financial institution with a drive-through ATM (Community Choice Credit Union) is hereby referred to the City Commission with a **recommendation for approval**, based upon the following:

- a. Although the requested Neighborhood Business zone is not entirely consistent with the site's planned future use of "Mixed Use – Residential/Office/Commercial," adjacent properties with the same planned future use designation are developed with similar and identical commercial uses. The proposed use is consistent with the characteristics of surrounding buildings and uses.
- b. The site's physical and other environmental features are compatible with the proposed use.
- c. The proposed use is compatible with surrounding uses and zoning in terms of land suitability, impacts on the environment, traffic volumes, aesthetics, infrastructure, and potential influence on property values.
- d. The street system is capable of safely and efficiently accommodating expected traffic volumes generated by the proposed use.
- e. The capacity of public utilities and services is sufficient to accommodate the proposed use without compromising the city's health, safety and welfare.

**Be it further resolved**, that **SP 16-04-06**, a site plan to construct a 2,929-square foot financial institution with a drive-through ATM (Community Choice Credit Union) at **1722-1740 Crooks Road** (parcel nos. 25-16-204-001 & 25-16-204-001004), is hereby referred to the City Commission with a **recommendation of approval** with the following **contingencies**:

- a. Prior to review by the City Commission, a conditional zoning agreement between the petitioner and the city shall be submitted for review and approval by the City Attorney specifying all conditions voluntarily offered by the petitioner and all requested waivers from required Zoning Ordinance and Sign Ordinance standards.
- b. Prior to review by the City Commission, a revised site plan shall be submitted by the petitioner that includes all contingencies required by the Planning Commission, including a master signage plan. Signage may include: (1) a wall sign with 16 square feet of sign area placed partially above the building's roofline on the east side façade; and (2) a monument sign with a height of approximately 6 feet 4 inches, a sign area of approximately 20 square feet, and a setback of 10 feet from the northwest parcel boundary at the intersection of Twelve Mile Road and Crooks Road. All other signage shall comply with the required provisions of Sign Area 1 in § 607-10 of the Sign Ordinance.
- c. Exterior lighting fixtures shall be modified to 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.
- d. All work and/or improvements within the public right-of-way shall be in accordance with the specifications and standards of the City Engineer.
- e. A performance bond shall be posted in an amount to be determined by the Building Official.
- f. The site plan shall meet all other code and ordinance requirements, as determined by the Building Official and City Engineer, **prior** to issuance of **any** building permit. Such requirements include, but are not limited to, the Michigan Building Code and the Stormwater Detention Ordinance (Chapter 644).

**Motion adopted unanimously.**

3. **Public Hearing – Conditional Rezoning from One Family Residential to Multiple Family Residential** and associated **Site Plan (SP 16-04-07)** to construct 6 multiple-family dwelling units in 3-story building (31-ft. height) at **326 Oakland Ave.** (parcel no. 25-16-477-021)

Jeff Dawkins Architect, LLC, Petitioner & Architect  
R. Coburn, Owner

**Moved** by Mr. Chase

**Supported** by Mr. Bruner

**Be it resolved**, that the request to conditionally rezone **326 Oakland Avenue** (parcel no. 25-16-477-021) from **One Family Residential** to **Multiple Family Residential** in order to construct six multiple-family dwelling units in a three-story building (31-foot height) is hereby referred to the City Commission with a **recommendation for approval**, based upon the following:

- a. Although the requested Multiple Family Residential zone is not consistent with the site's planned future use of "Single Family Residential – Medium Density," adjacent properties with the same planned future use designation are developed with multiple-family dwelling units that are defined as conforming uses within the One Family Residential Overlay District. The proposed number of multiple-family dwelling units is consistent with the characteristics of surrounding buildings and uses.
- b. The site's physical and other environmental features are compatible with the proposed number of multiple-family dwelling units.
- c. The proposed number of multiple-family dwelling units is compatible with surrounding uses and zoning in terms of the environment, density, traffic volumes, aesthetics, infrastructure, and potential influence on property values.
- d. The street system is capable of safely and efficiently accommodating expected traffic volumes generated by the proposed number multiple-family dwelling units.
- e. The capacity of public utilities and services is sufficient to accommodate the proposed number multiple-family dwelling units without compromising the city's health, safety and welfare.
- f. There is an apparent demand in the city for multiple-family dwelling units in relation to the amount of land in the city currently zoned and available to accommodate the demand.
- g. The requested Multiple Family Residential zone does not create an isolated and unplanned spot zone as adjacent properties to the south and west are zoned Multiple Family Residential and there are surrounding multiple-family uses within the One Family Residential Overlay District.

**Be it further resolved**, that **SP 16-04-07**, a site plan to construct a six multiple-family dwelling units in a three-story building (31-foot height) at **1722-1740 Crooks Road 326 Oakland Avenue** (parcel no. 25-16-477-021), is hereby referred to the City Commission with a **recommendation of approval** with the following **contingencies**:

- a. Prior to review by the City Commission, a conditional zoning agreement between the petitioner and the city shall be submitted for review and approval by the City Attorney specifying all conditions voluntarily offered by the petitioner and all requested waivers from required Zoning Ordinance standards.
- b. Prior to review by the City Commission, the petitioner shall submit a revised site plan that includes all revisions or contingencies required by the Planning Commission, and also a detailed landscaping plan containing all elements required under § 770-90 (C)(1) through (7) of the Zoning Ordinance.

- c. All work and/or improvements within the public right-of-way shall be in accordance with the specifications and standards of the City Engineer.
- d. Any 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.
- e. A performance bond shall be posted in an amount to be determined by the Building Official.
- f. The site plan shall meet all other Code and Ordinance requirements, as determined by the Building Official, Fire Marshall, and City Engineer, **prior** to issuance of **any** building permit. Such requirements include, but are not limited to, the Michigan Building Code, the Fire Prevention Ordinance (Chapter 340), and the Stormwater Detention Ordinance (Chapter 644).

**Motion adopted unanimously.**

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#### **E. Other Business**

1. **SV 16-04-03 – Sign Variance** request to install wall sign for hospital (Beaumont Health System) at **3601 W. Thirteen Mile Rd.** (parcel no. 25-07-251-024) with variance to waive 170 sq. ft. from maximum permitted 150-sq. ft. wall sign area.  
Phillips Sign & Lighting, Inc., Petitioner & Contractor  
Beaumont Health System, Owner

**Moved** by Mayor Ellison

**Supported** by Mr. Chase

**To grant SV 16-04-03, a sign variance** request to install wall sign for a hospital (Beaumont Health System) at **3601 West Thirteen Mile Road** (parcel no. 25-07-251-024) with a variance to waive 170 square feet from maximum permitted 150-square foot wall sign area.

**Motion adopted unanimously.**

2. **Preliminary Report to Establish L.A. Young Historic District**

**Moved** by Mr. Bruner

**Supported** by Commissioner Douglas

**Be it resolved**, that the Planning Commission has no objection to the designation of the **L.A. Young Historic District** located on **North Altadena Avenue**, Royal Oak, Michigan, as a **Local Historic District**.

**Motion adopted unanimously.**

3. **City of Troy Master Plan**

Notices from the City of Troy and Oakland County regarding proposed amendments to Troy's Master Plan were presented as required by state law. No further action was taken.

4. **City of Southfield Master Plan**

Notices from the City of Southfield and Oakland County regarding proposed amendments to Southfield's Master Plan were presented as required by state law. No further action was taken.

5. **Adopted Capital Improvements Program for 2016-2017 Fiscal Year**

The capital improvements program for the 2016-2017 fiscal year as adopted by the City Commission was presented. No further was taken

**6. Administrative Site Plan Approvals**

A list of site plans administratively approved by the Planning Division during the first quarter of 2016 was presented. No further action was taken.

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**F. Adjournment**

**Moved** by Commissioner Douglas  
**Supported** by Mayor Ellison

To **adjourn** the April 12, 2016 regular meeting of the Planning Commission at 9:17 p.m.

**Motion adopted unanimously.**

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Clyde Esbri  
Chairperson, Planning Commission



Timothy E. Thwing  
Director of Community Development