

ROYAL OAK PLANNING COMMISSION  
CITY OF ROYAL OAK, MICHIGAN

September 13, 2016

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AGENDA

Brownfield Redevelopment Authority

6:30 P.M.  
Room 315

A. Call to Order

B. New Business

1. **Brownfield Plan (BP 16-09-02) & Reimbursement Agreement** to redevelop shopping center (Northwood Plaza) and multiple-family dwelling units (Belle Court Apartments) into hotel and five retail buildings including grocery store at **30901 Woodward Ave.** (parcel no. 25-07-227-001), **30903-30991 Woodward Ave.** (parcel no. 25-07-226-007), and **3301-3335 Coolidge Hwy.** (parcel no. 25-07-227-003)  
PM Environmental, Inc., Petitioner & Engineer  
Wm. Beaumont Hospital, Owner

C. Public Comment on Non-Agenda Brownfield Redevelopment Items

D. Adjournment of Brownfield Redevelopment Authority

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Regular Meeting

7:00 P.M.  
Room 315

A. Call to Order

B. Approval of Minutes for August 9, 2016

C. Public Comment on Non-Agenda Planning & Zoning Items

D. New Business

1. **Public Hearing – Rezoning from One Family Residential to Planned Unit Development (PUD) and associated Final Site Plan / Site Condominium Plan (SP 16-09-25)** to (a) subdivide portion of former municipal golf course (Normandy Oaks Golf Course) into 49 individual lots for single-family dwellings, and (b) construct 73 multiple-family dwelling units in 22 buildings, at **4234 Delemere Blvd.** (parcel no. 25-05-251-002)  
Robertson Bros. Homes, Petitioner  
City of Royal Oak, Owner  
Nowak & Fraus, PLLC, Engineer  
Alexander V. Bogaerts & Associates, PC, Architect
2. **SP 16-09-23 – Site Plan** to construct second story addition to professional office building (Siporin & Associates) at **26026 Woodward Ave.** (parcel no. 25-21-252-014)  
Design Build Alternatives, LLC, Petitioner & Architect  
Siporin & Associates, Inc., Owner
3. **SP 16-09-24 – Site Plan** to renovate outdoor recreation center (Royal Oak Golf Center) at **3430-3500 Edgar Ave.** (parcel nos. 25-05-376-012 & 014)

Krieger-Klatt Architects, Inc., Petitioner & Architect  
City of Royal Oak, Owner

**E. Other Business**

1. **SV 16-09-07 – Sign Variance** request to install wall signs on southwest front façade of automobile dealership (Village Jeep) at **31200 Woodward Ave.** (parcel no. 25-06-476-001) with following variances: (a) allow 4 wall signs; and (b) waive 33.4 sq. ft. from maximum permitted 100 sq. ft. wall sign area.  
Helleman Signs, Petitioner & Contractor  
Village Jeep, Inc., Owner
2. **SV 16-09-08 – Sign Variance** request to install freestanding sign for bank (Huntington Bank) at **4605 Crooks Rd.** (parcel no. 25-05-229-018) with variance to allow prohibited sign type in Sign Area 4.  
Gardner Signs, Inc., Petitioner & Contractor  
Huntington Bank, Owner
3. **Potential Zoning Ordinance Text Amendments – Bulk & Area Standards for Portion of Forest Heights Subdivision**
4. **City of Southfield Master Plan**

**F. Adjournment**

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**Work Session**  
[immediately following regular meeting]  
**Room 309**

- A. **Proposed Redevelopment** of shopping center (Northwood Plaza) and multiple-family dwelling units (Belle Court Apartments) into hotel and five retail buildings including grocery store at **30901 Woodward Ave.** (parcel no. 25-07-227-001), **30903-30991 Woodward Ave.** (parcel no. 25-07-226-007), and **3301-3335 Coolidge Hwy.** (parcel no. 25-07-227-003)  
AF Jonna Development, Petitioner  
Schostak Bros. & Co., Petitioner  
Wm. Beaumont Hospital, Owner  
Tower Construction, LLC, Contractor
- B. **Proposed Redevelopment** of commercial lawn equipment dealer (Billing’s Lawn Equipment) into mixed-use building with retail sales and multiple-family dwelling units at **221 N. Main St.** (parcel no. 25-16-485-020)  
CRE Development, Petitioner  
RJ AJ Investments, LLC, Owner

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**Brownfield Redevelopment Authority**

**Present**

Rebecca Black  
Jeffrey Chase  
Sharlan Douglas, City Commissioner  
Jim Ellison, Mayor  
Clyde Esbri, Chairperson  
Dan Godek  
Anne Vaara, Vice-Chairperson

**Absent**

Robert Bruner  
Gary Quesada

**Staff / Other**

Tim Thwing, Director of Community Development  
A.J. Carter, Student Representative

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**A. Call to Order**

Chairperson Esbri called the September 13, 2016 meeting of the Brownfield Redevelopment Authority to order at 6:30 p.m.

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**B. New Business**

1. **Brownfield Plan (BP 16-09-02) & Reimbursement Agreement** to redevelop shopping center (Northwood Plaza) and multiple-family dwelling units (Belle Court Apartments) into hotel and five retail buildings including grocery store at **30901 Woodward Ave.** (parcel no. 25-07-227-001), **30903-30991 Woodward Ave.** (parcel no. 25-07-226-007), and **3301-3335 Coolidge Hwy.** (parcel no. 25-07-227-003)

PM Environmental, Inc., Petitioner & Engineer  
Wm. Beaumont Hospital, Owner

**Moved by Mayor Ellison**  
**Supported by Ms. Vaara**

To **recommend approval** by the **City Commission of BP 16-09-02**, a **brownfield plan** for William Beaumont Hospital, at **30901 Woodward Ave.** (parcel no. 25-07-227-001), **30903-30991 Woodward Ave.** (parcel no. 25-07-226-007), and **3301-3335 Coolidge Hwy.** (parcel no. 25-07-227-003), and request that the City Commission set a public hearing for the proposed brownfield plan, provided it has a maximum duration of no more than 30 years (with a 25-year reimbursement period) beginning in 2018 with total costs eligible for reimbursement not to exceed \$ 3,734,967 for the following activities:

Baseline Environmental Assessments	\$ 60,000
Due Care Activities	\$ 635,950
Asbestos Activities	\$ 564,400
Demolition Activities	\$ 1,780,300
Brownfield Plan Preparation	\$ 15,000
Subtotal	\$ 3,055,650
Contingency (15%)	\$ 447,098
<b>Total Costs for Eligible Activities</b>	<b>\$ 3,502,748</b>
Cumulative Interest	\$ 232,220
<b>TOTAL REIMBURSEMENT</b>	<b>\$ 3,734,967</b>

**Motion adopted 5 to 2.**

**Yes: Ms. Black, Mr. Chase, Commissioner Douglas, Mayor Ellison, Ms. Vaara.**

**No: Mr. Esbri, Mr. Godek.**

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

To **approve a reimbursement agreement** for **BP 16-09-02**, a **brownfield plan** for William Beaumont Hospital, at **30901 Woodward Ave.** (parcel no. 25-07-227-001), **30903-30991 Woodward Ave.** (parcel no. 25-07-226-007), and **3301-3335 Coolidge Hwy.** (parcel no. 25-07-227-003), with an annual interest rate of 0.5% on costs eligible for reimbursement, contingent upon final approval of the brownfield plan by the City Commission and any recommended revisions to the reimbursement agreement by the City Attorney; and also to **authorize** the Board's **Executive Director** to sign the reimbursement agreement.

**Motion adopted unanimously.**

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**C. Public Comment**

Chairperson Esbri invited members of the audience to comment on any brownfield redevelopment issues that were not part of the Brownfield Redevelopment Authority'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. Adjournment**

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

To **adjourn** the September 13, 2016 meeting of the Brownfield Redevelopment Authority at 7:02 p.m.

**Motion adopted unanimously.**

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**Regular Meeting**

**Present**

Rebecca Black  
Jeffrey Chase  
Sharlan Douglas, City Commissioner  
Jim Ellison, Mayor  
Clyde Esbri, Chairperson  
Dan Godek  
Anne Vaara, Vice-Chairperson

**Absent**

Robert Bruner  
Gary Quesada

**Staff / Other**

Tim Thwing, Director of Community Development  
A.J. Carter, Student Representative

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**A. Call to Order**

Chairperson Esbri called the September 13, 2016 regular meeting of the Planning Commission to order at 7:02 p.m.

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**B. Approval of Minutes for August 9, 2016**

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

To **approve** the minutes of the August 9, 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 planning and zoning issues that were not part of the Planning Commission'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 – Rezoning from One Family Residential to Planned Unit Development (PUD)** and associated **Final Site Plan / Site Condominium Plan (SP 16-09-25)** to (a) subdivide portion of former municipal golf course (Normandy Oaks Golf Course) into 49 individual lots for single-family dwellings, and (b) construct 73 multiple-family dwelling units in 22 buildings, at **4234 Delemere Blvd.** (parcel no. 25-05-251-002)

Robertson Bros. Homes, Petitioner  
City of Royal Oak, Owner  
Nowak & Fraus, PLLC, Engineer  
Alexander V. Bogaerts & Associates, PC, Architect

**Moved by Mayor Ellison**

**Supported by Commissioner Douglas**

**Be It Resolved**, that the request to rezone **4234 Delemere Boulevard** (parcel no. 25-05-251-002) from **One Family Residential to Planned Unit Development (PUD)** in order to subdivide a portion of a former municipal golf course (Normandy Oaks Golf Course) into 49 individual lots for single-family dwellings and construct 73 multiple-family dwelling units in 22 buildings is hereby referred to the City Commission with a **recommendation for approval**, based upon the following:

- a. Granting of the PUD will result in a recognizable and material benefit to the ultimate users of the project and to the community, where such benefit would otherwise be unfeasible or unlikely to be achieved without application of the PUD regulations.
- b. The proposed type and density of dwelling units shall not result in an unreasonable increase in the need for or burden upon public services, facilities, streets, and utilities.
- c. The proposed development is consistent with the public health, safety, and welfare of the city.
- d. The proposed development will not result in an unreasonable negative economic impact upon surrounding properties.
- e. The proposed development is under single ownership and control such that there is a single entity having responsibility for completing the project in conformity with the Zoning Ordinance and approved plan.
- f. Although the proposed development is not consistent with the future land use map of the City of Royal Oak Master Plan, the project is consistent with recent development trends within the city, and a majority of the public voted to authorize the sale of up to 10 acres of the golf course for residential or commercial development during a ballot initiative in 2014.

**Be it further resolved**, that **SP 16-09-25**, a **preliminary PUD site condominium plan** to subdivide a portion of a former municipal golf course (Normandy Oaks Golf Course) into 49 individual lots for single-family dwellings, and a **preliminary PUD site plan** to construct 73 multiple-family dwelling units in 22 buildings, both at **4234 Delemere Boulevard** (parcel no. 25-05-251-002), is hereby referred to the City Commission with a **recommendation of approval** with the following **contingencies**:

- a. The petitioner shall prepare and submit an application for review of the rezoning, final PUD plans, and development agreement by the City Commission containing all information required under § 770-99 (C) of the Zoning Ordinance, including a draft development agreement.
- b. The final PUD plans shall comply with the Zoning Ordinance (Chapter 770), as well as all other applicable codes and ordinances, except for the following:
  - (1) No more than 49 single-family lots shall be permitted. Interior lots shall have a minimum lot width of 42 feet, a minimum lot depth of 110 feet, and a minimum lot area of 4,620 square feet. Corner lots shall have a minimum lot width of 50 feet, a minimum lot depth of 110 feet, and a minimum lot area of 5,750 square feet, pursuant to the attached plan.
  - (2) A minimum front yard setback of 14 feet shall be permitted for all single-family dwellings. A minimum setback of 10 feet shall be permitted from the side street for single-family dwellings and accessory structures on corner lots 1, 13, 34, and 35. A minimum setback of 14 feet shall be permitted from the side street for single-family dwellings and accessory structures on corner lots 19 and 49.
  - (3) A minimum rear yard setback of 30 feet shall be permitted for all single-family dwellings.
  - (4) A maximum lot coverage percentage of 40% shall be permitted for all single-family dwellings and accessory structures.
  - (5) Accessory structures with direct vehicular access at a right angle to a rear alley shall be permitted a setback of 5 feet from the alley.
  - (6) No more than 73 multiple-family dwelling units shall be permitted.
  - (7) Multiple-family dwellings shall be permitted a minimum setback of 17.5 feet from Normandy Road, 14.3 feet from Delemere Boulevard, and 7 feet from the corner right-of-way line at the intersection of Normandy Road and Delemere Boulevard.
  - (8) A minimum setback of 15 feet shall be permitted between multiple-family buildings.
  - (9) A maximum building height of 33 feet 8 1/16 inches shall be permitted for multiple-family buildings.
- c. Prior to review by the City Commission, the final PUD plans shall be revised to include the ordinance deviations listed above, and the following:
  - (1) The landscaping plan from the preliminary PUD plans (sheets L-1, L-2, and L-3) shall be revised to reflect the approved number of single-family lots and lot dimensions, and then added as part of the final PUD plans. The landscape plan shall specify that as many existing trees as possible shall be saved. Details and specifications for street lighting shall be included as part of the landscaping plans.
  - (2) The sheet number for the project phasing plan shall be changed from "1 of 1" to "SP6."
- d. Either centralized mailbox kiosks shall be installed as depicted on the final PUD plans, or individual mailboxes shall be added to the front façade of each dwelling. Mailboxes on posts within street rights-of-way shall not be permitted.
- e. All construction phases, temporary sales trailers, model homes, staging, construction trailers, and temporary vehicular access connections shall be developed and/or operated as depicted on the project phasing plan of the final PUD plans, and comply with all city codes and ordinances.

- f. All paving, utilities, and 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.
- g. 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.
- h. Signage shall be as depicted on the final PUD plans, and any additional signage shall comply with the Sign Ordinance (Chapter 607 Signs, Article II Sign Regulations) or receive necessary variances from the Planning Commission.
- i. Prior to issuance of any building permits:
  - (1) Performance bonds shall be posted in amounts to be determined by the Building Official;
  - (2) The final PUD plans shall meet all other code and ordinance requirements, including, but not limited to, the Michigan Building Code and the city's Stormwater Detention Ordinance (Chapter 644), as determined by the Building Official and City Engineer;
  - (3) The City Commission shall rezone the site to PUD and approve the associated development agreement; and
  - (4) All right-of-way improvements, utilities, and infrastructure for the first and second phases shall be completed prior to construction on any lots included within those designated phases.

**Motion adopted 6 to 1.**

**Yes: Ms. Black, Mr. Chase, Commissioner Douglas, Mayor Ellison, Mr. Godek, Ms. Vaara.**

**No: Mr. Esbri.**

- 2. **SP 16-09-23 – Site Plan** to construct second story addition to professional office building (Siporin & Associates) at **26026 Woodward Ave.** (parcel no. 25-21-252-014)  
Design Build Alternatives, LLC, Petitioner & Architect  
Siporin & Associates, Inc., Owner

**Moved by Ms. Vaara**

**Supported by Mr. Godek**

**To approve SP 16-09-23, a site plan** to construct a second story addition to a professional office building (Siporin & Associates) at **26026 Woodward Avenue** (parcel no. 25-21-252-014), with the following **contingencies**:

- a. The Zoning Board of Appeals shall grant all necessary variances.
- b. Off-street parking spaces shall be reconfigured so that they face the building to the west rather than Hendrie Boulevard to the east.
- c. No screening shall be required between the off-street parking lot and the east rear lot line adjacent to Hendrie Boulevard.
- d. All paving, utilities, and work within public rights-of-way shall be in accordance with the specifications and standards of the City Engineer.
- e. All exterior lighting fixtures shall comply with § 770-96 (B) of the Zoning Ordinance and other city codes and ordinances.
- f. All signage shall comply with the Sign Ordinance (Chapter 607 Signs, Article II Sign Regulations) or receive the necessary variances from the Planning Commission.

- g. A performance bond shall be posted in an amount to be determined by the Building Official.
- h. 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.**

- 3. **SP 16-09-24 – Site Plan** to renovate outdoor recreation center (Royal Oak Golf Center) at **3430-3500 Edgar Ave.** (parcel nos. 25-05-376-012 & 014)  
Krieger-Klatt Architects, Inc., Petitioner & Architect  
City of Royal Oak, Owner

Mayor Ellison recused himself from consideration of the application and left the table.

**Moved** by Commissioner Douglas  
**Supported** by Ms. Vaara

**To approve SP 16-09-24, a site plan** to renovate an outdoor recreation center (Royal Oak Golf Center) at **3430-3500 Edgar Avenue** (parcel nos. 25-05-376-012 and 25-05-376-014), with the following **contingencies**:

- a. Any paving, utilities, and work within public rights-of-way shall be in accordance with the specifications and standards of the City Engineer.
- b. All exterior lighting fixtures shall comply with § 770-96 (B) of the Zoning Ordinance and other city codes and ordinances.
- c. All signage shall comply with the Sign Ordinance (Chapter 607 Signs, Article II Sign Regulations) or receive necessary variances from the Planning Commission.
- d. The site plan shall meet all other code and ordinance requirements, as determined by the Building Official, including, but not limited to, the Michigan Building Code, **prior** to issuance of **any** building permits.

**Motion adopted unanimously.**

Mayor Ellison returned to the table.

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## **E. Other Business**

- 1. **SV 16-09-07 – Sign Variance** request to install wall signs on southwest front façade of automobile dealership (Village Jeep) at **31200 Woodward Ave.** (parcel no. 25-06-476-001) with following variances: (a) allow 4 wall signs; and (b) waive 33.4 sq. ft. from maximum permitted 100 sq. ft. wall sign area.  
Helleman Signs, Petitioner & Contractor  
Village Jeep, Inc., Owner

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

**To grant SV 16-09-07, a sign variance** request to install wall signs on the southwest front façade of an automobile dealership (Village Jeep) at **31200 Woodward Avenue** (parcel no. 25-06-476-001)

with following variances: (a) allow 4 wall signs; and (b) waive 33.4 square feet from the maximum permitted 100-square foot wall sign area.

**Motion adopted 6 to 1.**

**Yes: Ms. Black, Mr. Chase, Mayor Ellison, Mr. Esbri, Mr. Godek, Ms. Vaara.**

**No: Commissioner Douglas.**

2. **SV 16-09-08 – Sign Variance** request to install freestanding sign for bank (Huntington Bank) at **4605 Crooks Rd.** (parcel no. 25-05-229-018) with variance to allow prohibited sign type in Sign Area 4.  
Gardner Signs, Inc., Petitioner & Contractor  
Huntington Bank, Owner

**Moved by Ms. Vaara**

**Supported by Mr. Chase**

**To grant SV 16-09-08**, a sign variance request to install a freestanding sign for a bank (Huntington Bank) at **4605 Crooks Road** (parcel no. 25-05-229-018) with a variance to allow a prohibited sign type in Sign Area 4.

**Motion adopted 6 to 1.**

**Yes: Ms. Black, Mr. Chase, Commissioner Douglas, Mayor Ellison, Mr. Godek, Ms. Vaara.**

**No: Mr. Esbri.**

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Chairman Esbri recessed the regular meeting into a work session in room 309 at 8:40 p.m.

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#### Work Session

##### Present

Rebecca Black  
Jeffrey Chase  
Sharlan Douglas, City Commissioner  
Jim Ellison, Mayor  
Clyde Esbri, Chairperson  
Dan Godek  
Anne Vaara, Vice-Chairperson

##### Absent

Robert Bruner  
Gary Quesada

##### Staff / Other

Tim Thwing, Director of Community Development  
Doug Hedges, City Planner  
A.J. Carter, Student Representative

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#### **A. Call to Order**

Chairperson Esbri called the work session to order at 8:40 p.m.

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- B. Proposed Redevelopment** of shopping center (Northwood Plaza) and multiple-family dwelling units (Belle Court Apartments) into hotel and five retail buildings including grocery store at **30901 Woodward Ave.** (parcel no. 25-07-227-001), **30903-30991 Woodward Ave.** (parcel no. 25-07-226-007), and **3301-3335 Coolidge Hwy.** (parcel no. 25-07-227-003)  
AF Jonna Development, Petitioner  
Schostak Bros. & Co., Petitioner  
Wm. Beaumont Hospital, Owner  
Tower Construction, LLC, Contractor

The Planning Commission reviewed a conceptual plan for redevelopment of the Northwood Plaza shopping center. No formal action was taken.

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- C. Proposed Redevelopment** of commercial lawn equipment dealer (Billing's Lawn Equipment) into mixed-use building with retail sales and multiple-family dwelling units at **221 N. Main St.** (parcel no. 25-16-485-020)  
CRE Development, Petitioner  
RJ AJ investments, LLC, Owner

The Planning Commission reviewed a conceptual plan for redevelopment of 221 North Main Street. No formal action was taken.

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**D. Adjournment**

Chairperson Esbri adjourned the work session at 9:40 p.m.

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Chairperson Esbri called the regular meeting back to order in room 315 at 9:40 p.m.

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**E. Other Business (continued)**

- 3. Potential Zoning Ordinance Text Amendments – Bulk & Area Standards for Portion of Forest Heights Subdivision**

The Planning Commission reviewed potential Zoning Ordinance text amendments to revise the bulk and area standards applied to single-family dwellings in the Forest Heights Subdivision. Staff was directed to arrange for a spokesperson of the residents within the subdivision to meet with a subcommittee of the Planning Commission prior to preparing an amendment for a formal public hearing at the next regular meeting. No further action was taken.

Mr. Thwing provided an update on potential Zoning Ordinance text amendments being reviewed by the Downtown Development Authority's Business Marketing Committee regarding ground-floor retail uses in the Central Business District and invited commissioners to attend its next meeting. A subcommittee of Commissioner Douglas, Mayor Ellison, and Mr. Godek was appointed to attend the meeting.

- 4. City of Southfield Master Plan**

A notice from the City of Southfield regarding adoption of their new master plan was presented as required by state law. No further action was taken.

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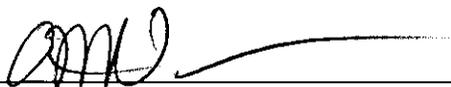
**F. Adjournment**

**Moved** by Ms. Vaara  
**Supported** by Ms. Black

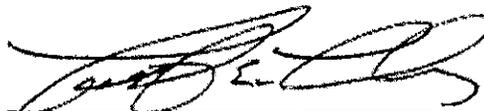
To **adjourn** the September 13, 2016 regular meeting of the Planning Commission at 10:12 p.m.

**Motion adopted unanimously.**

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Anne Vaara  
Vice-Chairperson, Planning Commission



Timothy E. Thwing  
Director of Community Development