ROYAL OAK PLANNING COMMISSION
CITY OF ROYAL OAK, MICHIGAN

October 11, 2016
7:00 p.m.

AGENDA

A. Call to Order

B. Election of Chairperson

C. Approval of Minutes for September 13, 2016

D. Public Comment on Non-Agenda Items

E. New Business

1. **Public Hearing – Rezoning** from **Mixed Use 2** to **Planned Unit Development (PUD)** & **Preliminary Site Plan (SP 16-10-26)** to construct six multiple-family dwelling units in three-story/30-ft. building at **626 E. Fourth St.** (parcel no. 25-22-133-028)
   Live Well Custom Homes, Petitioner & Owner
   Lehner Associates, Inc., Engineer
   DAS Architects, PC, Architect

F. Other Business

1. **SV 16-10-09 – Sign Variance** request to install wall sign on east front façade of multiple-family complex (Harrison Lofts) at **1210 Morse Ave.** (parcel no. 25-22-377-049) with variances to: (a) allow two wall signs on one façade; and (b) allow wall sign on canopy projecting 11 ft. 3 in. from building façade.
   Harrison Lofts II, LLC, Petitioner & Owner
   W4 Signs, Inc., Contractor

2. **Revisions to Sign Ordinance**

3. **Bulk & Area Standards for Forest Heights Subdivision**

4. **Administrative Site Plan Approvals**

Present
Rebecca Black
Robert Bruner
Jeffrey Chase
Sharlan Douglas, City Commissioner
Jim Ellison, Mayor
Dan Godek
Eric Klooster
Gary Quesada
Anne Vaara, Vice-Chairperson

Absent
None

Staff / Other
Tim Thwing, Director of Community Development
David Gillam, Acting City Attorney

A. Call to Order

Vice-Chairperson Vaara called the October 11, 2016 regular meeting of the Planning Commission to order at 7:00 p.m.

B. Election of Chairperson

The consensus of the Planning Commission was to postpone the election of a new chairperson until the regular meeting in February of 2017 when the election of officers is called for in the commission's rules of procedure.

C. Approval of Minutes for September 13, 2016

Moved by Mr. Godek
Supported by Commissioner Douglas

To approve the minutes of the September 13, 2016 regular meeting of the Planning Commission as presented.

Motion adopted unanimously.

D. Public Comment on Non-Agenda Items

Vice Chairperson Vaara 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 Vice Chairperson Vaara closed the public comment portion of the agenda.

E. New Business

1. **Public Hearing – Rezoning** from **Mixed Use 2** to **Planned Unit Development (PUD)** & **Preliminary Site Plan (SP 16-10-26)** to construct six multiple-family dwelling units in three-story/30-ft. building at **626 E. Fourth St.** (parcel no. 25-22-133-028)
   Live Well Custom Homes, Petitioner & Owner
   Lehner Associates, Inc., Engineer
   DAS Architects, PC, Architect

   Moved by Commissioner Douglas
   Supported by Mr. Chase

   Be It Resolved, that the request to rezone **626 East Fourth Street** (parcel no. 25-22-133-028) from **Mixed Use 2** to **Planned Unit Development (PUD)** in order to construct six multiple-family dwelling units in a three-story/30-foot building 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 number 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. The proposed development is consistent with the goals and objectives as well as the future land use map of the Master Plan.

Be it further resolved, that **SP 16-10-26**, a **final PUD site plan** to construct six multiple-family dwelling units in a three-story/30-foot building at **626 East Fourth Street** (parcel no. 25-22-133-028) 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 rezoning and final PUD plan review by the City Commission containing all information required under § 770-99 (C) of the Zoning Ordinance.

b. The final PUD plan shall comply with the Zoning Ordinance (Chapter 770), as well as all other applicable codes and ordinances, except for the following:

   (1) A density of six multiple-family dwelling units shall be permitted;

   (2) A north front yard setback of 5 feet shall be permitted;

   (3) South rear and west side yard setbacks of one foot to 18 inches that are sufficient to allow for maintenance shall be required for carports; and

   (4) A total of 10 off-street parking spaces shall be permitted, which may include any barrier-free parking spaces required under the Michigan Building Code.

c. Prior to review by the City Commission, the final PUD plan shall be revised to include the ordinance deviations listed in subparagraph (B) above and the following:

   (1) The site plan (sheet SP-01) shall be signed and sealed by the design professional responsible for its preparation.

   (2) A more suitable location for the barrier-free parking space shall be provided if barrier-free parking is required under the Michigan Building Code.

   (3) Specifications and details shall be provided to ensure stormwater from carports is contained on-site and does not run-off onto adjacent properties.

   (4) Additional building material choices shall be added to the façade elevations for the City Commission's review.

d. 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.

e. 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.

f. All signage shall comply with the Sign Ordinance (Chapter 607 Signs, Article II Sign Regulations) or receive necessary variances from the Planning Commission.

g. Prior to issuance of any building permits:

(1) The final PUD plan shall meet all other code and ordinance requirements, including, but not limited to, the Michigan Building Code, the city's Stormwater Detention Ordinance (Chapter 644), and the Fire Prevention Ordinance (Chapter 340), as determined by the Building Official, City Engineer, and Fire Marshal; and

(2) The City Commission shall rezone the site to PUD and approve the associated development agreement.

Motion adopted unanimously.

F. Other Business

1. **SV 16-10-09 – Sign Variance** request to install wall sign on east front façade of multiple-family complex (Harrison Lofts) at **1210 Morse Ave.** (parcel no. 25-22-377-049) with variances to: (a) allow two wall signs on one façade; and (b) allow wall sign on canopy projecting 11 ft. 3 in. from building façade.
Harrison Lofts II, LLC, Petitioner & Owner
W4 Signs, Inc., Contractor

Moved by Mayor Ellison
Supported by Mr. Bruner

To grant SV 16-10-09, a **sign variance** request to install a wall sign on the east front façade of a multiple-family complex (Harrison Lofts) at **1210 Morse Avenue** (parcel no. 25-22-377-049) with variances to: (a) allow two wall signs on one façade; and (b) allow a wall sign on a canopy projecting 11 feet 3 inches from the east front building façade.

Motion adopted unanimously.

2. **Revisions to Sign Ordinance**

Acting City Attorney David Gillam presented draft copies of a comprehensive revision to the city's Sign Ordinance for review and comment. Issues discussed included temporary signs, electronic message centers, and requirements for granting sign variances. No further action was taken.

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

Mr. Thwing updated the Planning Commission on staff's progress drafting Zoning Ordinance text amendments to revise the bulk and area standards applied to single-family dwellings in the Forest Heights Subdivision. No further action was taken.

4. **Administrative Site Plan Approvals**

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

G. Adjournment

Moved by Mayor Ellison
Supported by Ms. Black

To **adjourn** the October 11, 2016 regular meeting of the Planning Commission at 9:20 p.m.

Motion adopted unanimously.

Anne Vaara
Vice-Chairperson, Planning Commission

Timothy E. Thwing
Director of Community Development