

At 7:01 p.m. the Regular meeting was called to order by Chair Piotrowski on Tuesday, December 15, 2020 remotely via Zoom.

Commissioner Present: Mark Piotrowski, Chair  
Jason Hammond, Vice Chair  
Anna Thompson, Secretary  
Wilbert Fobbs, III, Resident  
Charito Hulleza, Resident  
Bruce Kantor, City Council Liaison  
Les Stansbery, Resident

This meeting is being held remotely. All Commissioners who were present announced they are in Lathrup Village, Michigan, Oakland County with the exception of Anna Thompson who is located in Ann Arbor, Michigan, Washtenaw County.

Staff Present: Dr. Sheryl Mitchell, City Administrator, Susie Stec, Community and Economic Development Manager, Yvette Talley, City Clerk

Also Present: Scott Baker, City Attorney, Jill Bahm & Sri Ravali Komaragiri, Giffels Webster

All present joined in the Pledge of Allegiance.

**PC-65-20 APPROVAL OF AGENDA**

Motion by Commissioner Hammond, seconded by Commissioner Stansbery to approve the agenda.

Yes: Fobbs, Hammond, Hulleza, Kantor, Piotrowski, Stansbery, Thompson

No: None

Motion carried.

**PC-66-20 MINUTES OF STUDY SESSION – OCTOBER 20,2020**

Motion by Commissioner Stansbery, seconded by Commissioner Kantor to approve the Study Session minutes for October 20, 2020.

Yes: Fobbs, Hammond, Hulleza, Kantor, Piotrowski, Stansbery, Thompson

No: None

Motion carried.

**PC-67-20 MINUTES OF REGULAR MEETING OCTOBER 20, 2020**

Motion by Commissioner Stansbery, seconded by Commissioner Hammond to approve the minutes of the Regular Meeting of October 20, 2020.

Yes: Fobbs, Hammond, Hulleza, Kantor, Piotrowski, Stansbery, Thompson

No: None

Motion carried.

**PC-68-20**                      **MINUTES OF JOINT CITY COUNCIL-DOWNTOWN DEVELOPMENT AUTHORITY-PLANNING COMMISSION HELD ON NOVEMBER 30, 2020**

Motion by Commissioner Hammond, seconded by Commissioner Stansbery to approve the November 30, 2020 minutes of the Joint City Council-Downtown Development Authority-Planning Commission.

Yes: Fobbs, Hammond, Hulleza, Kantor Piotrowski, Stansbery, Thompson

No: None

Motion carried.

**PC-69-20**                      **PUBLIC COMMENTS**

None

**PC-70-20**                      **NEW BUSINESS – PUBLIC HEARING R-1 DISTRICT AMENDMENT, PARKING AS SPECIAL LAND USE**

Jill Bahm and Sri Ravali Komaragiri gave an overview and answered specific questions. Discussed parking alternatives on Southfield Rd because of recognizing factors that limit redevelopment are the depth of the lots. Some alternatives are: street parking can occur within 500 ft. of commercial use, shared parking between uses with different peak operating times, on street parking in public right-of-way to satisfy 25% of the required number of spaces. Planning Commission can reduce some of the required parking that is provided on site and City Council can license public alleys adjacent to commercial uses for parking. Discussed- architecture standards- asking for redevelopment to be of high quality. In the R-1 district where parking can be expanded 1. share a lot line abutting the mixed -use district 2. adjacent to a public alley adjacent to a mixed- use district, 3. R-1 parcel that is developed as a parking lot and is 150 ft. of Southfield Rd. right-of-way. The goal is to create the buffer to protect residential property, set back, screen wall of evergreen trees, one entrance into parking lot is allowed unless Planning Commission allows a second entrance.

Chair Piotrowski opened the public hearing for comments. There were no public comments.

Motion by Commissioner Hammond, seconded by Commissioner Stansbery to approve the update zoning amendments 4.16- 3. To read maximum of one entry way to parking lot additional entrance way subject to Planning Commission approval provided that the applicant demonstrate that the additional entry ways will improve site circulation and does not impact the adjacent residential properties. In section 6b - the 10ft. set back area between the screen wall and residential property shall be landscaped with a row evergreen trees. The type of planting minimum size and spacing requirements shall be subject to approval of the Planning Commission and the parking area set-back with a minimum 8ft. from the street right-of-way be recommended to City Council for approval.

Yes: Fobbs, Hammond, Hulleza, Kantor, Piotrowski, Stansbery, Thompson

No: None

Motion carried.

**PC-71-20**                      **Site Plan Review – 27215 Southfield Road (Life Center Adaptive Reuse)**

Ramil Yusubov – property owner – This will be a holistic life center introducing holistic ways of healing. Lonny Zimmerman – Architect gave an overview and answered specific questions. No external changes to the building other than an addition of an exit door which will lead to the MRI facility and

reconstruction of the entrance facing the back part of the building. Discussed – Site changes, MRI Truck-hours of operation, noise levels, parking lot design, parking space access conflict, required parking, loading, traffic and circulation, existing curb cuts, waste & rubbish, landscaping & screening, screen wall, (a letter was shared from Christopher Jones owner of adjacent property). He is opposed to the screen wall), setbacks, outdoor lighting, truck lighting.

Site Plan comments: The existing water service from the building to the public water supply has been checked and its copper. Right of way is able to support a future Mobile MRI. They will prepare drawings to support the expansion is designed per city requirements.

Discussed – potentially the goal is to remove the mobile MRI truck once he has generated enough business.

Sri stated items to that need further discussion/clarification - Hours of operation, when will the truck access the site, screen wall, loading.

Ramil Yusubov stated hours of operation 7:00 a.m.-8:00 p.m. or 9:00 p.m. – 2-3 days per week. Screen wall he's willing to comply with the city's requirements and work with the neighbor's concerns. Zoning Board of Appeals will have to decide on a variance relevant to this matter. Parking/ADA parking compliance, stairs, position of the MRI truck on the pad can accommodate the needed clearances with free movement around the mobile truck for cars parking can function appropriately. Lighting – will only face the building. Conditions for approval - Repairs needed: Curbs that need to be replaced, truck noise, daily trash pick-up, weed control, southern most cut on Southfield Rd to be closed off, close the approach, owner would like to leave the approach open but will place a cement block there, repair railroad tie.

Motion by Commissioner Kantor, seconded by Commissioner Hammond to approve the site plan as presented with the following contingencies; appropriate screen wall, following the existing zoning ordinance or a variance granted via the Zoning Board of Appeals, three curbs repaired, daily trash pickup, appropriate landscaping, repair railroad ties so they stay in place, weed control, close South entrance/ exit off Southfield Road with a decorative planter or blocking mechanism placed at the edge of Southfield Road or at the westside of the sidewalk depending on what's permitted.

Yes: Fobbs, Hammond, Hulleza, Kantor, Piotrowski, Stansbery, Thompson  
No: None  
Motion carried.

#### **PC-72-20                      2021 Planning Commission Calendar of Regular Meetings**

Discussed - 2021 Calendar for Planning Commission meetings dates.

Motion by Commissioner Hammond, seconded by Commissioner Stansbery to approve the 2021 regular meetings of the Planning Commission.

Yes: Fobbs, Hammond, Hulleza, Kantor, Piotrowski, Stansbery, Thompson  
No: None  
Motion carried.

**PC-73-20**                      **OLD BUSINESS AND TABLED ITEMS**

None

**PC-74-20**                      **OTHER MATTERS FOR DISCUSSION**

Commissioner Hulleza asked about her term ending date.

Terms of the Planning Commissioners:

Charo Hulleza - May 21, 2021

Jason Hammond – May 21, 2021

Bruce Kantor – November 2021

Will Fobbs III - February 27, 2023

Mark Piotrowski - March 1, 2022

Les Stansbery - March 1, 2022

Anna Thompson - March 1, 2022

**PC-75-20 GENERAL COMMUNICATION AND CORRESPONDENCE**

a. Legal Update

Scott Baker stated – he is awaiting feedback from the Planning Commissioners relevant to the draft ordinance of the Recreational/Medical Marijuana licensing.

a. Planning Update

None

b. Administration Update

Susie Stec reported – there is a brochure included in each packet regarding Martin Luther King Day celebration – having a city- wide food drive December 14, 2020- January 18, 2021- drop off location at city hall and 4 other businesses will be identified as drop – off locations. Jan 8<sup>th</sup> and January 16<sup>th</sup> fill the truck event will take place to benefit lighthouse. There will be a community experience journal with video submissions, written word and art. DDA- winter market has been cancelled but business bingo is still going on until Monday, December 21, 2020, let's support our local businesses.

Kantor – Infrastructure update – completed draft to City Council for a Capital Improvement Bond to improve and fund – lead lines, identifying lead lines in the city - every home has to be checked, water loss issues due to aging water meters, televised 30,000 ft. of sewer system will budget \$500,000 of repairs over the next 4 years, sanitary retention tank is need of repair, watermain replacement, fire hydrants in need of repair. This recommendation will go before City Council December 21, 2020.

**PC-76-20**                      **ADJOURNMENT**

Motion by Commissioner Hammond seconded by Commissioner Kantor to adjourn this meeting.

Motion carried.

The meeting adjourned at 9:12 p.m.

Submitted by Yvette Talley  
Recording Secretary