

ROYAL OAK PLANNING COMMISSION
CITY OF ROYAL OAK, MICHIGAN

Tuesday, February 14, 2023
7:00 p.m.

AGENDA

A. Call to Order

B. Approval of Minutes for January 10, 2023

C. Public Comment on Non-Agenda Items

D. New Business

1. Public Hearing – Capital Improvements Program for 2023-24 Fiscal Year

- 2. Public Hearing – Revised Special Land Use & Site Plan (SP 17-03-08)** to replace masonry screening wall with artificial landscaped buffer and allow outdoor sales and displays for automobile filling station with convenience store and carry-out restaurant (Shell) at **30875 Woodward Ave.**
(parcel no. 25-07-230-013)
LML Real Estate, LLC, Petitioner & Owner
Plunkett Cooney, PC, Representative
Krieger-Klatt Architects, Inc., Architect

E. Other Business

1. Boards & Commissions Review Discussion

2. Election of Officers

3. Non-Action Items

- a. 2022 Annual Report
b. Administrative Site Plan Approvals
c. MAP Training Sessions

F. Adjournment

Present

Ann Bueche
Sharlan Douglas, City Commissioner
Jim Ellison
Michael Fournier, Mayor
Woody Gontina
Gary Quesada, Chairperson

Absent

None

Staff

Susan Barkman, Assistant to the City Manager
Aaron Leal, City Attorney
Debra Peck Lichtenberg, Finance Director
Tim Thwing, Director of Community Development

A. Call to Order

Chairperson Quesada called the February 14, 2023, regular meeting of the Royal Oak Planning Commission to order at 7:00 p.m.

B. Approval of Minutes for January 10, 2023

Moved by Mr. Ellison
Supported by Mr. Gontina

To approve the minutes of the January 10, 2023, regular meeting of the Royal Oak Planning Commission as presented.

Motion adopted unanimously.

C. Public Comment on Non-Agenda Items

Chairperson Quesada 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 Quesada closed the public comment portion of the agenda.

D. New Business

1. Public Hearing – Capital Improvements Program for 2023-24 Fiscal Year

Chairperson Quesada opened the public hearing on the capital improvements program for the 2023-2024 fiscal year. As no members of the audience came forward Chairperson Quesada closed the public hearing.

Moved by Mr. Ellison
Supported by Mayor Fournier

Be it resolved that the planning commission approves the capital improvement program for the 2023-2024 fiscal year as presented and recommends its adoption by the city commission as part of the 2023-2024 fiscal year budget, and encourages staff to use environmental sustainability in design and requests-for-proposals as practical.

Motion adopted unanimously.

2. Public Hearing – Revised Special Land Use & Site Plan (SP 17-03-08) to replace masonry screening wall with artificial landscaped buffer and allow outdoor sales and displays for automobile filling station with convenience store and carry-out restaurant (Shell) at 30875 Woodward Ave. (parcel no. 25-07-230-013)

LML Real Estate, LLC, Petitioner & Owner
Plunkett Cooney, PC, Representative
Krieger-Klatt Architects, Inc., Architect

Moved by Commissioner Douglas
Supported by Mr. Ellison

To approve a special land use permit to allow outdoor sales and displays for an automobile filling station with a convenience store and carry-out restaurant (Shell) at **30875 Woodward Avenue** (parcel no. 25-07-230-013).

Motion adopted unanimously.

Moved by Mr. Gontina

Supported by Commissioner Douglas

To approve a revised site plan (SP 17-03-08) to replace sections of a masonry screening wall and allow outdoor sales and displays for an automobile filling station with a convenience store and carry-out restaurant (Shell) at **30875 Woodward Avenue** (parcel no. 25-07-230-013), with the following contingencies:

- a. The existing masonry screening wall within 10 feet of each driveway may be removed and replaced with a protective curb.
- b. The petitioner shall maintain compliance with the following:
 - 1) All operational standards for automobile filling stations required under § 770-64 of the zoning ordinance;
 - 2) All operational standards for outdoor displays and sales required under § 770-69 of the zoning ordinance, and no outdoor displays shall be placed between the building entrance and the access aisle for the barrier-free parking space;
 - 3) Standards for the storage of propane tanks required under the city's fire prevention ordinance (Chapter 340); and
 - 4) All other previously approved special land use permits, site plans, and variances, including required contingencies.
- c. All paving, utilities, and work within public rights-of-way shall be in accordance with the specifications and standards of the city engineer.
- d. 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.
- e. All signage shall comply with the sign ordinance (Chapter 607) or receive the necessary variances from the planning commission.
- f. A performance bond shall be posted in an amount to be determined by the building official.
- g. The site plan shall meet all other code and ordinance requirements, as determined by the building official, fire marshal, and city engineer, including, but not limited to, the state building code, the city's fire prevention ordinance (Chapter 340), and the city's stormwater detention ordinance (Chapter 644), prior to issuance of any building or right-of-way permits.

Motion adopted unanimously.

E. Other Business

1. Boards & Commissions Review Discussion

Ms. Barkman discussed a review of the city's boards and commissions that was being conducted by the city manager's office.

2. Election of Officers

Chairperson Quesada opened the floor to nominations for the position of chairperson. Commissioner Douglas nominated Mr. Quesada and Ms. Bueche supported. There being no further nominations, nominations were closed. Chairperson Quesada called for a vote.

Nomination adopted unanimously.

Chairperson Quesada opened the floor to nominations for the position of vice-chairperson. Commissioner Douglas nominated Mr. Gontina and Ms. Bueche supported. There being no further nominations, nominations were closed. Chairperson Quesada called for a vote.

Nomination adopted unanimously.

3. Non-Action Items

The following informational items were presented to the planning commission with no further action being taken: (a) the planning commission's annual report for 2022; (b) a list of building permit applications and site plans that were administratively approved by the planning division during the fourth quarter of 2022; and (c) a list of upcoming training sessions provided by the Michigan Association of Planning.

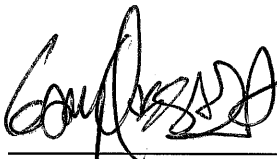
F. Adjournment

Moved by Mr. Gontina

Supported by Commissioner Douglas

To **adjourn** the February 14, 2023, regular meeting of the Royal Oak Planning Commission at 8:44 p.m.

Motion adopted unanimously.



Gary Quesada
Chairperson, Planning Commission



Timothy E. Thwing
Director of Community Development