

ROYAL OAK PLANNING COMMISSION
CITY OF ROYAL OAK, MICHIGAN

Tuesday, May 9, 2023
7:00 p.m.

AGENDA

A. Call to Order

B. Approval of Minutes for April 11, 2023

C. Public Comment on Non-Agenda Items

D. New Business

1. **SP 23-05-08 – Site Plan** to construct addition for medical office (Basha Open MRI) and convert portion of former bank into pharmacy at **30701 Woodward Ave.** (parcel no. 25-07-231-002)
Basha Diagnostics, Petitioner & Owner
2. **Preliminary Report to Establish Vinsetta Bridges Historic District**

E. Other Business

1. **SV 23-04-01 – Sign Variance** request to replace fuel pump canopy signs for automobile filling station (Citgo) at **28992 Woodward Ave.** (parcel no. 25-17-206-001) with following sign variances:
 - a. Allow two canopy signs on west canopy fascia;
 - b. Allow portion of canopy sign on west canopy fascia to project beyond top of canopy;
 - c. Waive 11.9 sq. ft. from maximum permitted 8-sq. ft. canopy sign area on west canopy fascia;
and
 - d. Waive 5.9 sq. ft. from maximum permitted 8-sq. ft. canopy sign area on north and south canopy fascia.
Baza Construction & Imaging, Inc., Petitioner & Contractor
Beydoun Brothers Property 1, LLC, Owner & Tenant
2. **SV 23-04-02 – Sign Variance** request to install new fuel pump canopy signs for automobile filling station (Marathon) at **1708 Crooks Rd.** (parcel no. 25-16-204-006) with following sign variances:
 - a. Waive 7.28 sq. ft. from maximum permitted 8-sq. ft. canopy sign area on north and south canopy fascia; and
 - b. Allow portion of canopy signs on north and south canopy fascia to project beyond top of canopy.
Maya Construction & Imaging, Petitioner & Contractor
RKA Petroleum Companies Inc., Owner
3. **Potential Sign Ordinance Amendment for Lighting Around Doors and Windows**
4. **Rules of Procedure**
5. **Non-Action Items**
 - a. RCOC Road Report
 - b. Administrative Site Plan Approvals

F. Adjournment

Present

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

Absent

None

Staff

Nick Grochowski, Interim City Attorney
Tim Thwing, Director of Community Development

A. Call to Order

Chairperson Quesada called the May 9, 2023, regular meeting of the Royal Oak Planning Commission to order at 7:00 p.m.

Moved by Mr. Gontina
Seconded by Mr. Ellison

To postpone consideration of the preliminary report to establish the **Vinsetta Bridges Historic District** until a future meeting at the request of the historic district study committee.

Motion adopted unanimously.

B. Approval of Minutes for April 11, 2023

Moved by Mr. Esbri
Seconded by Mr. Ellison

To approve the minutes of the April 11, 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. **SP 23-05-08 – Site Plan** to construct addition for medical office (Basha Open MRI) and convert portion of former bank into pharmacy at **30701 Woodward Ave.** (parcel no. 25-07-231-002)
Basha Diagnostics, Petitioner & Owner

Moved by Commissioner Douglas
Seconded by Mr. Gontina

To approve SP 23-05-08, a **site plan** to construct an addition for a medical office (Basha Open MRI) and convert a portion of a former bank in to pharmacy at **30701 Woodward Avenue** (parcel no. 25-07-231-002), with the following **contingencies**:

- a. The petitioner shall submit a revised site plan and landscaping plan for review and approval by the planning division to address the following:
 - 1) The remaining drive-through lane shall be removed and the landscaped greenbelt along Albert Avenue widened accordingly; and
 - 2) The site data, usable floor area, and off-street parking data shall be revised to reflect calculations by staff.
- b. All paving, utilities, and work within public rights-of-way shall be in accordance with the specifications and standards of the city engineer.
- c. All exterior lighting fixtures shall comply with § 770-96 B of the zoning ordinance and other city codes and ordinances.
- d. All signage shall comply with the sign ordinance (Chapter 607) or receive the necessary variances from the planning commission.
- 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, including, but not limited to, the state 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.

E. Other Business

1. **SV 23-04-01 – Sign Variance** request to replace fuel pump canopy signs for automobile filling station (Citgo) at **28992 Woodward Ave.** (parcel no. 25-17-206-001) with following sign variances:
 - a. Allow two canopy signs on west canopy fascia;
 - b. Allow portion of canopy sign on west canopy fascia to project beyond top of canopy;
 - c. Waive 11.9 sq. ft. from maximum permitted 8-sq. ft. canopy sign area on west canopy fascia; and
 - d. Waive 5.9 sq. ft. from maximum permitted 8-sq. ft. canopy sign area on north and south canopy fascia.

Baza Construction & Imaging, Inc., Petitioner & Contractor
Beydoun Brothers Property 1, LLC, Owner & Tenant

Moved by Mr. Ellison
Seconded by Commissioner Douglas

To grant the following **sign variances** for **SV 23-04-01**, a **sign variance** request to replace fuel pump canopy signs for an automobile filling station (Citgo) at **28992 Woodward Avenue** (parcel no. 25-17-206-001):

- a. Allow two canopy signs on the west canopy fascia, provided the trident or logo sign is reconfigured or reduced in size so that it does not project above the top of the canopy;

- c. Waive 11.9 square feet from the maximum permitted eight-square foot canopy sign area on the west canopy fascia;
- d. Waive 5.9 square feet from the maximum permitted eight-square foot canopy sign area on the north and south canopy fascia; and

To deny the following **sign variance** for **SV 23-04-01**, a **sign variance** request to replace fuel pump canopy signs for an automobile filling station (Citgo) at **28992 Woodward Avenue** (parcel no. 25-17-206-001):

- b. Allow a portion of a canopy sign on the west canopy fascia to project beyond the top of the canopy.

Motion adopted 5 to 2.

Yes: Commissioner Douglas, Mr. Ellison, Mayor Fournier, Mr. Gontina, Mr. Quesada.

No: Ms. Bueche, Mr. Esbri.

- 2. **SV 23-04-02 – Sign Variance** request to install new fuel pump canopy signs for automobile filling station (Marathon) at **1708 Crooks Rd.** (parcel no. 25-16-204-006) with following sign variances:

- a. Waive 7.28 sq. ft. from maximum permitted 8-sq. ft. canopy sign area on north and south canopy fascia; and
- b. Allow portion of canopy signs on north and south canopy fascia to project beyond top of canopy.

Maya Construction & Imaging, Petitioner & Contractor
RKA Petroleum Companies Inc., Owner

Moved by Mr. Ellison

Seconded by Mr. Gontina

To grant the following **sign variances** for **SV 23-04-02**, a **sign variance** request to install new fuel pump canopy signs for an automobile filling station (Marathon) at **1708 Crooks Road** (parcel no. 25-16-204-006):

- a. Waive 7.28 square feet from the maximum permitted eight-square foot canopy sign area on the north and south canopy fascia; and
- b. Allow a portion of canopy signs on the north and south canopy fascia to project beyond the top of the canopy.

Motion adopted 5 to 2.

Yes: Commissioner Douglas, Mr. Ellison, Mayor Fournier, Mr. Gontina, Mr. Quesada.

No: Ms. Bueche, Mr. Esbri.

- 3. **Potential Sign Ordinance Amendment for Lighting Around Doors and Windows**

Moved by Commissioner Douglas

Seconded by Mr. Esbri

To recommend that the city commission formally consider an amendment to the sign ordinance as presented by staff to prohibit decorative channel and tube lighting as permanent architectural features around windows and doors of commercial buildings.

Motion adopted unanimously.

- 4. **Rules of Procedure**

Moved by Commissioner Douglas

Seconded by Mr. Ellison

To **postpone** consideration of amendments to the planning commission's rules of procedure until the next regular meeting.

Motion adopted unanimously.

5. Non-Action Items

The following informational items were presented to the planning commission with no further action being taken: (a) the Road Commission for Oakland County's Road Report newsletter for the first quarter of 2023; and (b) a list of building permit applications and site plans that were administratively approved by the planning division during the first quarter of 2023.

F. Adjournment

Moved by Commissioner Douglas
Seconded by Ms. Bueche

To **adjourn** the May 9, 2023, regular meeting of the Royal Oak Planning Commission at 8:50 p.m.

Motion adopted unanimously.



Gary Quesada
Chairperson, Planning Commission



Timothy E. Thwing
Director of Community Development