

ROYAL OAK PLANNING COMMISSION
CITY OF ROYAL OAK, MICHIGAN

Tuesday, May 10, 2022
7:00 p.m.

AGENDA

A. Call to Order

B. Approval of Minutes for April 12, 2022

C. Public Comment on Non-Agenda Items

D. New Business

1. **Public Hearing – Special Land Use Permit & Site Plan (SP 22-05-07)** to allow an adult-oriented commercial enterprise (microblading / tattooing services) as an ancillary use to an existing hair salon (Annette's Hair Studio & Spa) at **31308 Woodward Ave.** (parcel no. 25-06-432-021)
Annette's Management, LLC, Petitioner & Owner
HF Architecture, Architect
2. **SP 22-05-08 – Site Plan** to expand medical office (Complete Spine & Joint Center) at **1638 E. Lincoln Ave.** (parcel no. 25-22-429-005)
Brian Eady Architects, Petitioner & Architect
SMLI, LLC, Owner
3. **Responses to Master Plan Request-for-Proposals**

E. Other Business

1. **Administrative Site Plan Approvals**

F. Adjournment

Present

Ann Bueche
Paul Curtis
Sharlan Douglas, City Commissioner
Woody Gontina
Eric Klooster, Vice-Chairperson
Gary Quesada, Chairperson

Absent

Michael Fournier, Mayor

Staff

Aaron Leal, City Attorney
Joseph Murphy, Director of Planning

A. Call to Order

Chairperson Quesada called the May 10, 2022, regular meeting of the Royal Oak Planning Commission for to order at 7:00 p.m.

B. Approval of Minutes for April 12, 2022

Moved by Mr. Gontina
Supported by Mr. Klooster

To approve the minutes of the April 12, 2022, 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. After one member of the audience came forward and spoke, Chairperson Quesada closed the public comment portion of the agenda.

D. New Business

- 1. Public Hearing – Special Land Use Permit & Site Plan (SP 22-05-07)** to allow an adult-oriented commercial enterprise (microblading / tattooing services) as an ancillary use to an existing hair salon (Annette's Hair Studio & Spa) at **31308 Woodward Ave.** (parcel no. 25-06-432-021)
Annette's Management, LLC, Petitioner & Owner
HF Architecture, Architect

Moved by Mr. Klooster
Supported by Mr. Curtis

To approve a special land use permit to allow an adult-oriented commercial enterprise (microblading / tattooing services) as an ancillary use to an existing hair salon (Annette's Hair Studio & Spa) at **31308 Woodward Avenue** (parcel no. 25-06-432-021).

Motion adopted unanimously.

Moved by Mr. Klooster
Supported by Mr. Gontina

To approve SP 22-05-07, a site plan to allow an adult-oriented commercial enterprise (microblading / tattooing services) as an ancillary use to an existing hair salon (Annette's Hair Studio & Spa) at **31308 Woodward Avenue** (parcel no. 25-06-432-021), with the following **contingencies**:

- a. The zoning board of appeals shall grant all necessary variances, i.e., the minimum required setbacks from schools and residential zoning, etc.
- b. The petitioner shall maintain compliance with the operational standards required in § 770-76 C of the zoning ordinance, and the contingencies of all previous site plan approvals.
- c. The petitioner shall maintain all required licenses with the State of Michigan and Oakland County.
- 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) 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, including, but not limited to, the state building code, prior to issuance of any building permits.

Motion adopted unanimously.

- 2. SP 22-05-08 – Site Plan** to expand medical office (Complete Spine & Joint Center) at **1638 E. Lincoln Ave.** (parcel no. 25-22-429-005)
Brian Eady Architects, Petitioner & Architect
SMLI, LLC, Owner

Moved by Commissioner Douglas

Supported by Mr. Gontina

To approve SP 22-05-08, a site plan to expand a medical office (Complete Spine & Joint Center) at **1638 East Lincoln Avenue** (parcel no. 25-22-429-005), with the following **contingencies**:

- a. The petitioner shall provide staff a revised landscape plan in accordance with § 770-90 E, F, and M of the zoning ordinance.
- 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.

- 3. Responses to Master Plan Request-for-Proposals**

Moved by Mr. Klooster

Supported by Mr. Curtis

Be it resolved that the Royal Oak Planning Commission hereby requests the following firms to participate in an interview based on their April 26, 2022, request-for-proposal response: DPZ CoDesign, Houseal Lavigne, and Smith Group.

Be it further resolved that the interview sessions shall take place at the regularly scheduled meeting on June 14, 2022. Each firm shall be afforded approximately 10 minutes for an introductory statement / presentation followed by conversation and questions. Firms must conduct themselves in a manner that does not permit viewing of other interview sessions prior to their session.

Motion adopted unanimously.

E. Other Business

1. Administrative Site Plan Approvals

A list of building permit applications and site plans administratively approved by the planning division during the first quarter of 2022 was presented. No further action was taken.

Chairperson Quesada requested a copy of the adopted rules of procedure / by-laws.

F. Adjournment

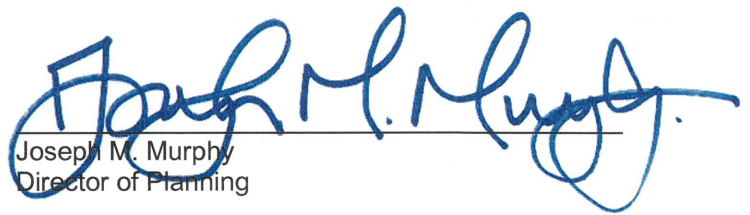
Moved by Commissioner Douglas
Supported by Mr. Klooster

To **adjourn** the May 10, 2022, regular meeting of the Royal Oak Planning Commission at 8:23 p.m.

Motion adopted unanimously.



Gary Quesada
Chairperson, Planning Commission



Joseph M. Murphy
Director of Planning