

ROYAL OAK PLANNING COMMISSION
CITY OF ROYAL OAK, MICHIGAN

Tuesday, February 9, 2021
7:00 p.m.
Virtual Meeting

AGENDA

A. Call to Order

B. Roll Call

C. Approval of Minutes for January 12, 2021

D. Public Comment on Non-Agenda Items

E. Other Business

1. **SV 21-02-03 – Sign Variance** request to install monument sign for multiple-family development (Z on Kent Apartments) at **2419 Normandy Rd.** (parcel no. 25-05-401-018) with variance to allow monument sign for multiple-family development with less than 12 dwellings.
Z Apartment Group, Petitioner & Owner
Sign Emporium, Inc., Contractor
2. **SV 21-02-04 – Sign Variance** request to install monument sign for multiple-family development (Z on Woodland Apartments) at **2129 Normandy Rd.** (parcel no. 25-05-404-023) with variance to (a) waive 2 ft. of minimum required 10-ft. setback from Normandy Rd., and (b) allow monument sign for multiple-family development with less than 12 dwellings.
Z Apartment Group, Petitioner & Owner
Sign Emporium, Inc., Contractor
3. **Discussion Topics from Joint Meeting with Zoning Board of Appeals**
 - a. Lot Size, Density, Off-Street Parking, & Other Standards for Multiple-Family Dwellings
 - b. Standards for One-Family Large-Lot Residential Zoning District
 - c. Maximum Permitted Fence Heights
4. **Election of Officers**
5. **Non-Action Items**
 - a. Notice of Draft Master Plan from City of Madison Heights
 - b. Notice of Intent to Update Master Plan from City of Southfield
 - c. Michigan Planner for November/December 2020

F. Adjournment

A. Call to Order

Vice-Chairperson Quesada called the February 9, 2021 regular meeting of the Royal Oak Planning Commission to order at 7:00 p.m. and stated that due to the COVID-19 pandemic the meeting was being held remotely in accordance with the Michigan Open Meetings Act, as amended, and the procedures established by the city commission.

B. Roll Call

The following individuals announced themselves as present and identified their location:

Present

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

Absent

None

Staff

Tim Thwing, Director of Community Development
Mark Liss, Assistant City Attorney

C. Approval of Minutes for January 12, 2021

Moved by Commissioner Douglas
Supported by Mr. Gontina

To approve the minutes of the January 12, 2021 regular meeting of the Royal Oak Planning Commission as presented.

Motion adopted unanimously by roll call vote.

D. Public Comment on Non-Agenda Items

Vice-Chairperson Quesada opened the portion of the meeting for playing recorded comments on issues that were not part of the meeting's agenda. As no recorded comments were received on non-agenda items, Vice-Chairperson Quesada closed the public comment portion of the agenda.

E. Other Business

1. **SV 21-02-03 – Sign Variance** request to install monument sign for multiple-family development (Z on Kent Apartments) at **2419 Normandy Rd.** (parcel no. 25-05-401-018) with variance to allow monument sign for multiple-family development with less than 12 dwellings.
Z Apartment Group, Petitioner & Owner
Sign Emporium, Inc., Contractor

Moved by Commissioner Douglas
Supported by Mr. Curtis

To grant SV 21-02-03, a sign variance request to install a monument sign for a multiple-family development (Z on Kent Apartments) at **2419 Normandy Road** (parcel no. 25-05-401-018) with a variance to allow a monument sign for a multiple-family development with less than 12 dwellings, **provided** the petitioner adds addresses to the sign.

Motion adopted unanimously by roll call vote.

2. **SV 21-02-04 – Sign Variance** request to install monument sign for multiple-family development (Z on Woodland Apartments) at **2129 Normandy Rd.** (parcel no. 25-05-404-023) with variance to (a) waive 2 ft. of minimum required 10-ft. setback from Normandy Rd., and (b) allow monument sign for multiple-family development with less than 12 dwellings.
Z Apartment Group, Petitioner & Owner
Sign Emporium, Inc., Contractor

Moved by Mr. Gontina

Supported by Ms. Bueche

To grant SV 21-02-04, a sign variance request to install a monument sign for a multiple-family development (Z on Woodland Apartments) at **2129 Normandy Road** (parcel no. 25-05-404-023) with variances to (a) waive two feet of the minimum required 10-foot setback from Normandy Road, and (b) allow a monument sign for a multiple-family development with less than 12 dwellings, **provided** the petitioner adds addresses to the sign.

Motion adopted unanimously by roll call vote.

3. Discussion Topics from Joint Meeting with Zoning Board of Appeals

a. Lot Size, Density, Off-Street Parking, & Other Standards for Multiple-Family Dwellings

Potential survey questions were presented on possible zoning ordinance text amendments to revise lot size, density, parking, and other standards for multiple-family housing, as well as other possible amendments to encourage the development of more housing. The planning commission directed staff to continue discussion of this item on the next regular meeting agenda and have the city's community engagement specialist attend that meeting.

b. Standards for One-Family Large-Lot Residential Zoning District

Maps identifying properties zoned "One-Family Large Lot Residential" that have single-family dwellings with more than the maximum 3,500 square feet of building area were presented. It was the consensus of the planning commission that no zoning ordinance text amendments were necessary regarding this issue.

c. Maximum Permitted Fence Heights

Maps identifying setbacks and fence heights on corner lots on properties zoned "One-Family Residential" with single-family dwellings were presented. It was the consensus of the planning commission that this issue should be addressed within the city's fence ordinance rather than the zoning ordinance. Staff will bring potential sign ordinance revisions to the planning commission at a future meeting.

4. Election of Officers

Moved by Commission Douglas

Supported by Mr. Gontina

To elect Gary Quesada as chairperson of the Royal Oak Planning Commission.

Motion adopted unanimously by roll call vote.

Moved by Mr. Quesada

Supported by Mr. Gontina

To elect Ann Bueche as vice-chairperson of the Royal Oak Planning Commission.

Motion adopted unanimously by roll call vote.

5. Non-Action Items

a. Notice of Draft Master Plan from City of Madison Heights

A notice was presented regarding the City of Madison Height's draft master plan as required under the Michigan Planning Enabling Act. No further action was taken.

b. Notice of Intent to Update Master Plan from City of Southfield

A notice was presented from the City of Southfield stating their intent to update their master plan as required under the Michigan Planning Enabling Act. No further action was taken.

c. Michigan Planner for November/December 2020

The latest edition of Michigan Planner from the Michigan chapter of the American Planning Association was presented. No further action was taken.


F. Adjournment

Moved by Mr. Gontina

Supported by Mr. Klooster

To **adjourn** the February 9, 2021 regular meeting of the Royal Oak Planning Commission at 9:22 p.m.

Motion adopted unanimously by roll call vote.



Gary Quesada
Chairperson, Planning Commission



Timothy E. Thwing
Director of Community Development