

ROYAL OAK PLANNING COMMISSION
CITY OF ROYAL OAK, MICHIGAN

Tuesday, March 11, 2025
7:00 p.m.

AGENDA

1. **Call to Order.**
2. **Approval of Minutes for Regular Meeting of February 11, 2025.**
3. **Public Comment.**
4. **Unfinished Business.**
 - a. **Public Hearing – Special Land Use Permit (SP 25-02-04) at 1423 Greenleaf Dr.** (parcel no. 25-16-152-007).
Construction of addition to single-family dwelling for senior accessory dwelling.
Petitioner & Architect: Michael Willoughby & Associates / Owner: George M. Blower.
5. **New Business.**
 - a. **Public Hearing – Zoning Ordinance Text Amendment.**
Article IV Zone Regulations and General Provisions – § 770-22 Accessory Buildings – Maximum Permitted Width for Attached Accessory Buildings.
Petitioner: Robertson Bros. Homes.
 - b. **Public Hearing – Special Land Use Permit and Site Plan (SP 25-03-08) at 400 E. Lincoln Ave.** (parcel no. 25-22-302-033).
Conversion of office and automotive service floor area into five multiple-family dwellings within portion of existing building.
Petitioner & Architect: Krieger Klatt Architects, Inc. / Owner: 400 E. Lincoln, LLC.
6. **Other Business.**
 - a. **Sign Variance (SV 25-03-02) at 739 S. Washington Ave.** (parcel no. 25-21-287-019).
Allow installation of projecting blade sign, wall sign, and monument sign for community college (Oakland Community College) with following sign variances:
 - 1) Waive 124 sq. ft. from maximum permitted 4-sq. ft. sign area for projecting blade sign (sign A);
 - 2) Waive 36.5 ft. from maximum permitted 12-ft. sign height for projecting blade sign (sign A);
 - 3) Waive 18 in. from maximum permitted 30-in. projection for projecting blade sign (sign A);
 - 4) Allow internal illumination for projecting blade sign (sign A);
 - 5) Waive 8.75 sq. ft. from maximum permitted 25-sq. ft. monument sign area (sign D);
 - 6) Waive 267.67 sq. ft. from maximum permitted 100-sq. ft. wall sign area (sign E); and
 - 7) Allow wall sign projecting above roof line (sign E).
Petitioner & Contractor: Metro Signs & Lighting / Owner: Oakland Community College.
 - b. **Sign Variance (SV 25-03-03) at 1026 S. Main St.** (parcel no. 25-21-431-023).
Allow nonconforming projecting sign to be refaced for convenience store (Late Nite Party Store).
Petitioner & Contractor: ASI Sign Innovations / Owner: Dejan Dimic.
 - c. **Non-Action Items.**

7. Adjournment.

Present

Brian Cooper
Sharlan Douglas, City Commissioner
Jim Ellison
Michael Fournier, Mayor
Woody Gontina, Vice-Chairperson
Gary Quesada, Chairperson

Absent

Clyde Esbri

Staff

Douglas Hedges, City Planner
Joshua Marcum, Assistant City Attorney

1. Call to Order.

Chairperson Quesada called the March 11, 2025, regular meeting of the Royal Oak Planning Commission to order at 7:00 p.m.

2. Approval of Minutes for February 11, 2025.

Moved by Mr. Ellison
Seconded by Mr. Gontina

To approve the minutes of the February 11, 2025, regular meeting of the Royal Oak Planning Commission and Brownfield Redevelopment Authority as presented.

Motion adopted unanimously.

3. Public Comment.

Chairperson Quesada invited members of the audience to comment on any planning related issues. After all interested members of the audience came forward Chairperson Quesada closed the public comment portion of the agenda.

4. Unfinished Business

a. Public Hearing – Special Land Use Permit (SP 25-02-04) at 1423 Greenleaf Dr. (parcel no. 25-16-152-007).

Construction of addition to single-family dwelling for senior accessory dwelling.
Petitioner & Architect: Michael Willoughby & Associates / Owner: George M. Blower.

Moved by Mr. Ellison
Seconded by Mr. Cooper

To postpone a special land use permit (SP 25-02-04) at 1423 Greenleaf Drive (parcel no. 25-16-152-007) to allow construction of an addition to a single-family dwelling for a senior accessory dwelling, at the request of the petitioner until the regular meeting of May 13, 2025, with the public hearing to remain open for that meeting.

Motion adopted unanimously.

5. New Business.

a. Public Hearing – Zoning Ordinance Text Amendment.

Article IV Zone Regulations and General Provisions – § 770-22 Accessory Buildings – Maximum Permitted Width for Attached Accessory Buildings.

Petitioner: Robertson Bros. Homes.

Moved by Mr. Ellison

Seconded by Mr. Gontina

To postpone consideration of requested text amendments to Article IV, Zone Regulations and General Provisions, of the City of Royal Oak Zoning Ordinance, Chapter 770, Zoning, for the purpose of revising standards for accessory buildings at the request of the petitioner until the regular meeting of May 13, 2025, with the public hearing to remain open for that meeting.

Motion adopted unanimously.

b. Public Hearing – Special Land Use Permit and Site Plan (SP 25-03-08) at 400 E. Lincoln Ave. (parcel no. 25-22-302-033).

Conversion of office and automotive service floor area into five multiple-family dwellings within portion of existing building.

Petitioner & Architect: Krieger Klatt Architects, Inc. / Owner: 400 E. Lincoln, LLC.

Moved by Commissioner Douglas

Seconded by Mr. Gontina

To approve a special land use permit at 400 East Lincoln Avenue (parcel no. 25-22-302-033) to allow conversion of office and automotive service floor area into five multiple-family dwellings within a portion of an existing building.

Motion adopted unanimously.

Moved by Mr. Ellison

Seconded by Mr. Cooper

To approve SP 25-03-08, a site plan at 400 East Lincoln Avenue (parcel no. 25-22-302-033) to allow conversion of office and automotive service floor area into five multiple-family dwellings within a portion of an existing building, with the following **contingencies**:

- 1) The petitioner shall maintain compliance with the previously approved site plan (SP 23-03-04) and variance (ZBA 23-04-08), including all required contingencies.

- 2) All paving, utilities, and work within public rights-of-way shall be in accordance with the specifications and standards of the city engineer.
- 3) All exterior lighting fixtures shall comply with § 770-96 B of the Zoning Ordinance and other city codes and ordinances.
- 4) All signage shall comply with the Sign Ordinance (Chapter 607) or receive the necessary variances from the Planning Commission.
- 5) A performance bond shall be posted in an amount to be determined by the building official.
- 6) 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 Michigan 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.

6. Other Business.

a. Sign Variance (SV 25-03-02) at 739 S. Washington Ave. (parcel no. 25-21-287-019).

Allow installation of projecting blade sign, wall sign, and monument sign for community college (Oakland Community College) with following sign variances:

- 1) Waive 124 sq. ft. from maximum permitted 4-sq. ft. sign area for projecting blade sign (sign A);
- 2) Waive 36.5 ft. from maximum permitted 12-ft. sign height for projecting blade sign (sign A);
- 3) Waive 18 in. from maximum permitted 30-in. projection for projecting blade sign (sign A);
- 4) Allow internal illumination for projecting blade sign (sign A);
- 5) Waive 8.75 sq. ft. from maximum permitted 25-sq. ft. monument sign area (sign D);
- 6) Waive 267.67 sq. ft. from maximum permitted 100-sq. ft. wall sign area (sign E); and
- 7) Allow wall sign projecting above roof line (sign E).

Petitioner & Contractor: Metro Signs & Lighting / Owner: Oakland Community College.

Moved by Mr. Ellison

Seconded by Mr. Gontina

To grant SV 25-03-02, a sign variance request at **739 South Washington Avenue** (parcel no. 25-21-287-019) to allow installation of a projecting blade sign, a wall sign, and a monument sign for a community college (Oakland Community College) with the following sign variances:

- 1) Waive 124 square feet from the maximum permitted four-square foot sign area for a projecting blade sign (sign A);
- 2) Waive 36.5 feet from the maximum permitted 12-foot sign height for a projecting blade sign (sign A);
- 3) Waive 18 inches from the maximum permitted 30-inch projection for a projecting blade sign (sign A);
- 4) Allow internal illumination for a projecting blade sign (sign A);
- 5) Waive 8.75 square feet from the maximum permitted 25-square foot monument sign area (sign D);
- 6) Waive 267.67 square feet from the maximum permitted 100-square foot wall sign area (sign E); and
- 7) Allow a wall sign projecting above the roof line (sign E).

Motion adopted unanimously.

b. Sign Variance (SV 25-03-03) at 1026 S. Main St. (parcel no. 25-21-431-023).

Allow nonconforming projecting sign to be refaced for convenience store (Late Nite Party Store).

Petitioner & Contractor: ASI Sign Innovations / Owner: Dejan Dimic.

Moved by Commissioner Douglas
Seconded by Mr. Ellison

To grant SV 25-03-03, a sign variance request at **1026 South Main Street** (parcel no. 25-21-431-023) to allow a nonconforming projecting sign to be refaced for a convenience store (Late Nite Party Store).

Motion adopted unanimously.

c. Non-Action Items.

The Michigan Association of Planning's Michigan Planner newsletter for January and February of 2025 was presented with no further action being necessary or taken.

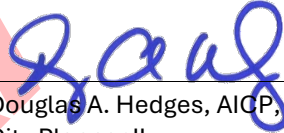
7. Adjournment.

Moved by Mr. Gontina
Seconded by Mr. Cooper

To **adjourn** the March 11, 2025, regular meeting of the Royal Oak Planning Commission at 8:30 p.m.

Motion adopted unanimously.

Gary Quesada
Chairperson, Planning Commission


Douglas A. Hedges, AICP, CNU-A
City Planner II