

**CITY OF OAK PARK PLANNING COMMISSION
MONDAY, AUGUST 13, 2018
MINUTES**

Meeting was called to order at 7:00 p.m., in the City Council Chambers, Oak Park City Hall, 14000 Oak Park Boulevard, Oak Park, MI, by Vice Chairperson Brown and roll call was made.

PRESENT: Vice Chairperson Brown
Commissioner Burns
Commissioner McClellan
Commissioner Seligson
Commissioner Walters-Gill

ABSENT: Chairperson Torgow
Commissioner Eizelman
Commissioner Tkatch
Commissioner Tungate

OTHERS PRESENT: City Planner, Kevin Rulkowski
Community & Economic Development Director, Kimberly Marrone
Deputy City Clerk, Lisa Vecchio

3. APPROVAL OF AGENDA OF AUGUST 13, 2018: APPROVED

4. APPROVAL OF MINUTES OF APRIL 9, 2018: APPROVED

MOTION by McClellan, SECONDED by Seligson, to approve the minutes of April 9, 2018 with no corrections.

VOTE: Yes: All
No: None

MOTION CARRIED

5. COMMUNICATIONS/CORRESPONDENCE:

6. PUBLIC HEARING:

7. CONSENT AGENDA: No Items Eligible This Month

8. MATTERS FOR CONSIDERATION

A. OLD BUSINESS – None

B. NEW BUSINESS

- 1) **Spero Housing Group and Southwest Solutions, Planned Multi-Family Development Site Plan, 21111-21435 Coolidge Highway**

Vice Chairperson Brown referenced City Planner Rulkowski's report, dated August 6, 2018: *In August of 2017, a joint effort of Spero Housing Group & Southwest Solutions received Final Site Plan approval for the construction of 64 one, two, and three bedroom ranches and townhomes (ranging from 800-1,350 square feet). The project also includes a shared recreational space, a community center and a tot lot. Site Plan approvals expire one year after they are granted if application for a building permit has not been submitted and construction commenced. Recently, Spero Housing Group & Southwest Solutions received needed*

authorization for funding and are now ready to proceed with the project. The applicant has re-submitted the Site Plan originally approved in April of last year for reconsideration.

The property is currently zoned PMF, based on the actions of the Planning Commission in 2004 approving a Conceptual PMF Development Plan which resulted in the property's rezoning.

The City's original hope for the property was a residential design that incorporated a minimal front yard setback, parking in the rear, and an environment that was friendly to people and conducive to walking. However, after a detailed survey was completed, it was discovered that a 30 foot Oakland County sewer drain easement prevented the construction of any structures on top of the easement. The result is a modified site design that although necessitating a 30 foot building setback, is still able to achieve many of the City's initial design goals. The proposed Final Site Plan shows a majority of the parking in the rear of project, with the exception being on the northern portion of the property where the depth of the property is narrower. A meandering secondary sidewalk has been added to the front of the residential units and connects to the public sidewalk along Coolidge Highway. This sidewalk provides any easy access through the site for people walking as well as connecting the project to the surrounding neighborhood. The combination of the deeper building setbacks, large open space, and enhanced landscaping should give the project a very appealing visual character.

Planned zoning districts such as the PMF, Planned Multifamily District, allow for greater flexibility in site requirements. In Oak Park's PMF District, the Planning Commission may require:

- *More or less setbacks (subject to final approval of proposed text amendment)*
- *More or less usable open space*
- *More or less parking*
- *More or less screening and landscaping (subject to final approval of proposed text amendment)*

The proposed Site Plan meets the Zoning Ordinance's minimum requirements for height, and floor area. The proposed Site Plan meets the Zoning Ordinance's minimum requirements for building setbacks with the exception of the area where the property's depth narrows between Cloverdale and Northend Avenues. The required rear yard setback is 40 feet and the proposed setback is 25 feet. This area is proposed to receive additional landscaping which should help screen the impact of the buildings being slightly closer to the rear property line. The flexibility of the PMF District allows the Planning Commission to approve such a reduction in this setback requirement.

As required by the Zoning Ordinance, the proposed Site Plan includes a six foot high privacy fence along the rear property line. This type of screening is consistent with the screening method used in the first phase of the project constructed in 2005 and requested by the adjacent neighbors at that time. A community meeting was held by the applicants on August 2nd to discuss the proposed project and input from those in attendance confirmed their preference for a vinyl privacy fence.

The proposed Site Plan identifies that there will be 64 residential units with a mixture of units ranging from one, two and three bedroom ranches to two and three bedroom townhomes. Sizes range from 800 square feet to 1,350 square feet. The front (and rear) elevations of the

proposed buildings are attractive, combining composite stone and vinyl building finishes along with covered porches over entranceway doors.

The Zoning Ordinance parking provisions require two parking spaces per unit. The Site Plan shows 128 parking spaces for the residential units with an additional 25 parking spaces for the common building. The majority of the parking spaces are located in the rear of the property. Traffic circulation throughout the development is provided by a two-way, twenty-two foot wide drive that connects to Pasadena, Cloverdale, and Northend. The presented design is efficient and should satisfactorily evenly distribute the trips to and from the development to the adjacent streets. The Engineering Division has reviewed this layout and considers it acceptable.

Engineering plans (storm water management, etc.) for the site need to be submitted to the City Engineering Division for review and approval as part of a Land Development Permit.

The application submittal includes a detailed landscaping plan with a good variety of trees (Maples, Elms & Honeylocust) and shrubs (Forsythia, Lilac and Arbovitae) with the remainder non-hard surfaced areas grass. A note on the landscaping plan indicates an underground automatic irrigation system will be included as required by the Zoning Ordinance. The applicants will be presenting a slightly modified version of the landscaping plan at the Planning Commission meeting which will include additional landscaping for the area with a reduced rear yard setback (between Cloverdale and Northend Avenues).

Dumpsters have been positioned within the development in a way that should lead to easy servicing. A dumpster enclosure detail has been submitted that is acceptable.

There is no indication on the elevation or Site Plan of any proposed rooftop or ground mechanical equipment. Any proposed ground or rooftop mechanical equipment will need to be screened as required by Section 1716 of the Zoning Ordinance.

There is no outdoor parking lot lighting indicated on the proposed Site Plan. Any proposed outdoor lighting should be designed or shielded so it does not create a nuisance to adjacent properties or vehicular traffic.

No new signs are indicated on the Site Plan and therefore no signs are approved as part of the Site Plan review.

MOTION by Burns, SECONDED by McClellan, to approve the Final Site Plan, with the following conditions:

- 1) Plans for the proposed storm water management system will need to be reviewed and approved by the Engineering Division as part of a Land Improvement permit.
- 2) All proposed roof top or ground level mechanical equipment must be screened as required in Section 1716.
- 3) Any proposed outdoor lighting should be designed or shielded so it does not create a nuisance to adjacent properties or vehicular traffic.
- 4) No signs are approved as part of the Site Plan Review. A separate permit must be requested for the inclusion of any signs at this site.

VOTE: Yes: Brown, Burns, McClellan, Seligson, Walters-Gill
No: None

MOTION CARRIED

2) City of Oak Park Complete Streets Plan – Review and Adopt

Vice Chairperson Brown referenced Management Analyst Dale's report dated August 9, 2018:

The purpose of this document is to provide a general background on the issues of non-motorized transportation and Complete Streets, as well as to present ideas and guidance on how to address these issues through policies, programs, and design guidelines for facility improvements.

Non-motorized transportation, also known as active transportation or human-powered transportation, includes walking, bicycling, other small-wheeled transportation methods, and wheelchair travel. Complete Streets are what you get when you have transportation routes that account for pedestrians and bicyclists just as equally as they account for automobiles and mass public transit.

This plan is intended to be a supplement of, not a replacement for, documents such as the City's Master Plan, the City's Strategic Economic Development Plan, and any other relevant local, state, or federal document. Further, given the evolving nature of non-motorized transportation, this plan should be periodically reevaluated to determine its relevance and appropriateness.

It is my hope that this document will be used for reference for decades to come when current and future City officials are planning for infrastructure and transportation improvements. If the members of the Planning Commission find this document to be thorough and sound, it would be appropriate for it to be officially adopted.

Commissioner Burns commented on how forward thinking the complete streets plan is and essential to the progression of the City.

Vice Chairperson Brown expressed some safety concerns with the introduction of other traffic, such as bicycles, to regular car traffic on the street.

MOTION by Seligson, SECONDED by Burns, to approve the City of Oak Park Complete Streets Plan.

VOTE: Yes: Brown, Burns, McClellan, Seligson, Walters-Gill
No: None

MOTION CARRIED

3) Redevelopment Ready Certified Technical Assistance – Zoning Ordinance Audit and Update

Community and Economic Development Director Marrone gave an update regarding the City's status in the MEDC Redevelopment Ready program. Carmine Abintini, a consultant provided to the City by the State of Michigan, will be in the process of reviewing City ordinances to make sure they comply with the Redevelopment Ready Certification. This may lead to future ordinance and zoning changes.

4) **September 10th Planning Commission Meeting**

City Planner Rulkowski expressed concern with making quorum for this meeting due to religious holidays.

It was consensus among the Planning Commission not to adjust the schedule of the meetings. The Commission plans to meet as scheduled on September 10, 2018.

9. PLANNING COMMISSION MATTERS FOR DISCUSSION – from members only: None

10. PUBLIC COMMENTS ON ITEMS NOT SCHEDULED FOR PUBLIC HEARING: None

11. ADJOURNMENT

There being no further business, Vice Chairperson Brown adjourned the meeting at 7:25 p.m.

Lisa Vecchio, Deputy City Clerk