

**CITY OF OAK PARK PLANNING COMMISSION
AUGUST 8, 2016
MINUTES**

Meeting was called to order at 7:30 p.m., in the City Council Chambers, Oak Park City Hall, 14000 Oak Park Boulevard, Oak Park, Michigan, by Chairperson Torgow and roll call was made.

PRESENT: Chairperson Torgow
Vice Chairperson Brown
Commissioner Burns
Commissioner Eizelman
Commissioner Seligson
Commissioner Tungate
Commissioner Walters-Gill

ABSENT: Commissioner McClellan
Commissioner Tkatch

OTHERS PRESENT: City Planner, Kevin Rulkowski
Community & Economic Development Director, Kimberly Marrone
Recording Secretary, Cherilynn Brown

APPROVAL OF AGENDA OF AUGUST 8, 2016 – no action taken

APPROVAL OF MINUTES OF MAY 9, 2016 - APPROVED

MOTION by Walters-Gill, SECONDED by Seligson, to approve the Planning Commission meeting minutes of May 9, 2016 as submitted.

VOTE: Yes: All
No: None

MOTION CARRIED

COMMUNICATIONS/CORRESPONDENCE:

A. Memorandum on Administrative Approval of Jefferson Oaks Site Plan amendment.

TO: *Planning Commission members* **DATE:** *August 3, 2016*
FROM: *Kevin Rulkowski, AICP, City Planner* **FILE:** *Planning/Jefferson Oaks site plan update*
SUBJECT: *Community Housing Network, Jefferson Oaks - update on minor Site Plan changes.*

Recently it was discovered that a fiber optic cable leading to the existing cell tower in the middle of Community Housing Network's (CHN) Jefferson Oaks project was not in the correct location (outside of an designated easement). The cost to move the fiber optic cable is extremely high, so as an alternative, CHN requested approval to make some minor Site Plan changes to accommodate the existing location of the fiber optic cable. Attached are two Site Plans dated August 3, 2015 (Planning Commission approved

plan) and June 1, 2016 (the proposed modified plan). The June 2016 Site Plan slides one four-unit building to the west and re-locates the access road 85 feet to the east. The number of housing units remains the same but six parking spaces are created with the change. In addition, access to a dumpster is improved, the main drive is straightened (Public Safety thinks this is a positive), and interior parking spaces moved nearer the existing school and play area.

Because this is considered a minor change (no increase in the intensity of the use or reduction in parking) the Zoning Ordinance allows for Administrative Approval of the Site Plan amendment. The Department has approved the Site Plan amendment and no action is required by the Planning Commission on this item.

PUBLIC HEARING: None

CONSENT AGENDA: No Items Eligible This Month

OLD BUSINESS: None

NEW BUSINESS

1) Master Plan revision update.

City Planner Rulkowski referenced his memo dated August 3, 2016:

As part of the process to revise the Master Plan, we will be providing the Planning Commission with current demographic information on the City to assist in future plan direction.

Attached to this memorandum is data from the Census and SEMCOG (Southeast Michigan Council of Governments) regarding trends and the current make-up of the City's population.

Also included are some pages from the Master Plan for Future Land Use developed in 1973 that I thought you would find interesting.

Please review the demographic information and share your thoughts on the information at the meeting.

Community and Economic Development Director Marrone noted residential surveys have been conducted and public meetings have been held. She requested the Commission form a subcommittee to bring ideas to the Planning Commission as a whole.

Erik Tungate, Joe Brown and Howard Tkatch were suggested as members of the subcommittee.

Commissioner Burns commented on the decrease in residents in the under 50 demographic.

PLANNING COMMISSION MATTERS FOR DISCUSSION – from members only.

Ms. Marrone provided brief updates on the status of Lincoln Center and the armory site.

PUBLIC COMMENTS: None

ADJOURNMENT

There being no further business, Chairperson Torgow adjourned the meeting at 7:40 p.m.

Cherilynn Brown, Recording Secretary