

AGENDA
CITY COUNCIL STUDY SESSION
MAY 12, 2025 – 6:00PM
CITY OF FARMINGTON HILLS
CITY HALL – COMMUNITY ROOM
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
Telephone: 248-871-2410 Website: www.fhgov.com

1. Call Study Session to Order
2. Roll Call
3. Fiscal Year 2026 [Water and Sewer Rates](#) Presentation
4. Discussion on the [Use of City Facilities Policy](#) regarding Signature Gathering
5. Discussion on [Zoning Text Amendment 3, 2025](#) including Revisions to OS-4 Office Research District and Off-Street Parking Standards for Multi-Family Residential and Office Uses
6. Adjourn Study Session

Respectfully submitted,

Carly Lindahl, City Clerk

Reviewed by:

Gary Mekjian, City Manager

NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248-871-2410 at least two (2) business days prior to the meeting, wherein necessary arrangements/accommodations will be made. Thank you.



DEPARTMENT OF PUBLIC SERVICES
JACOB RUSHLOW, P.E., DIRECTOR

INTEROFFICE CORRESPONDENCE

DATE: May 8, 2025
TO: Mayor and City Council
FROM: Jacob Rushlow, PE, Director of Public Services
SUBJECT: FY 2026 Water and Sewer Rates Presentation

Representatives from the Oakland County Water Resources Commissioner's Office along with City Staff will be present at the May 12, 2025 study session to discuss the upcoming FY 2026 water and sewer rates. The presentation will include a discussion of wholesale charges, sales projections, upcoming capital and major maintenance needs, reserves, and debt.

Adoption of the FY 2026 rates will be brought to Council for formal action in June.

City of Farmington Hills Water and Sewage Disposal Systems

FY 2026 Rate Proposal



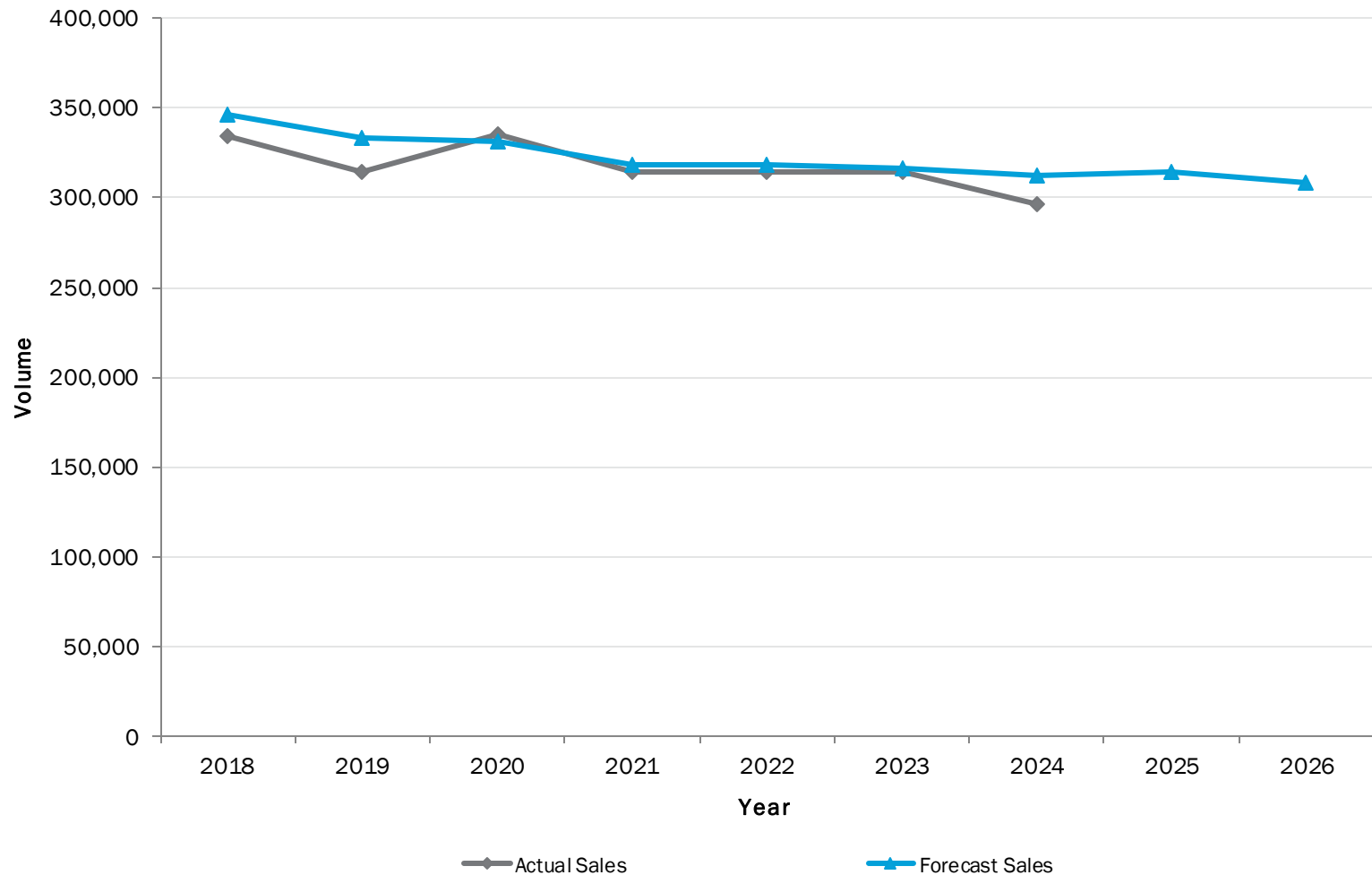
Proposed 2026 Water and Sewer Rates

Basic Rate Calculation

$$\frac{\text{Total Estimated Cost}}{\text{Estimated Sales in Mcf}} = \text{Rate (\$/Mcf)}$$

Sewer Rates

Sewer Volumes



Notes:

FY 2026 sewer sales are forecasted to decrease by 1.8% compared to the prior year (308,500 vs. 314,300)

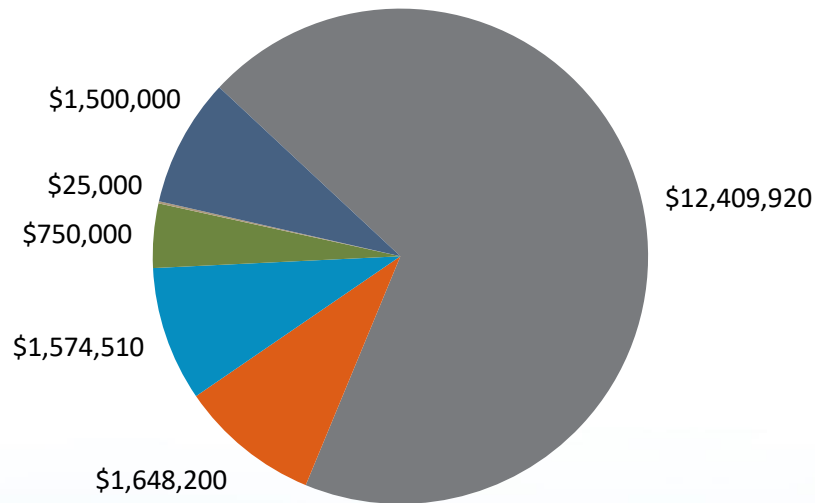
FARMINGTON HILLS SEWER SYSTEM

Description	Projected Sales (Mcf)	GLWA/EF Sewage Treatment (\$)	Operating Expense (\$)	Reserves (\$)	Non-Operating (Debt) (\$)	Non-Rate Revenue (\$)	Total (\$)
Fiscal Year 2024-25	314,300	\$ 12,409,920	\$ 1,648,200	\$ 2,275,000	\$ 1,574,510	\$ (245,510)	\$ 17,662,120
Fiscal Year 2025-26	308,500	13,006,140	1,722,130	2,925,000	1,707,040	(344,500)	19,015,810
Increase/(Decrease)	(5,800)	596,220	73,930	650,000	132,530	(98,990)	1,353,690
Increase/(Decrease) %	-1.8%	4.8%	4.5%	28.6%	8.4%	40.3%	7.7%

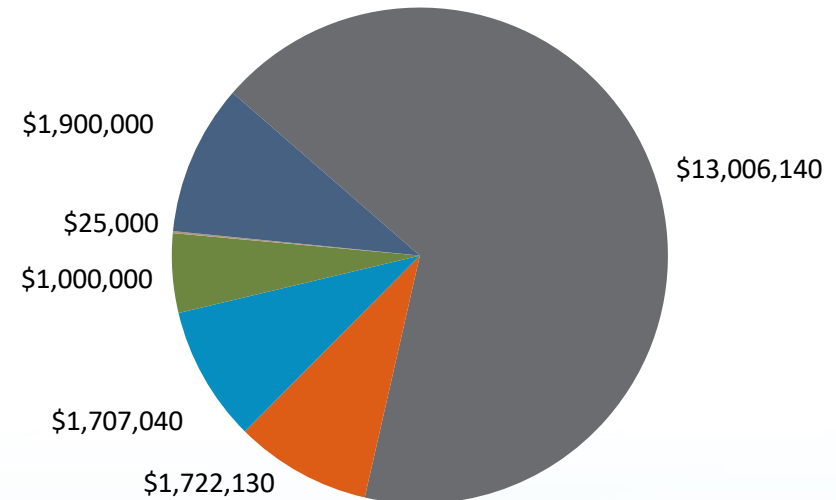
Farmington Hills Sewer

FY Rate Revenue Requirement

2025 Budget



2026 Forecast



Sewage Treatment
 Operating
 Non-Operating
 Major Maintenance
 Emergency Maintenance
 Capital

SEWER RATE SUMMARY

Fiscal Year	(\$/Mcf)											EFSDDD % Change	OCWRC % Change	Total % Change
	EFSDDD	O&M	Non-Rate Revenue	ERM Reserve	CIP Reserve	Maint Reserve	Total Reserves	Total OCWRC	Debt Service	Total				
2024	38.76	5.04	(0.65)	0.08	4.01	1.60	5.69	10.08	4.16	53.00		3.6%	78.7%	12.5%
2025	39.48	5.24	(0.78)	0.08	4.77	2.39	7.24	11.70	5.01	56.19		1.9%	16.1%	6.0%
2026	42.16	5.58	(1.12)	0.08	6.16	3.24	9.48	13.94	5.53	61.63		6.8%	19.1%	9.7%

▲ FY 2026 estimated quarterly increase = \$21.22 per residential customer

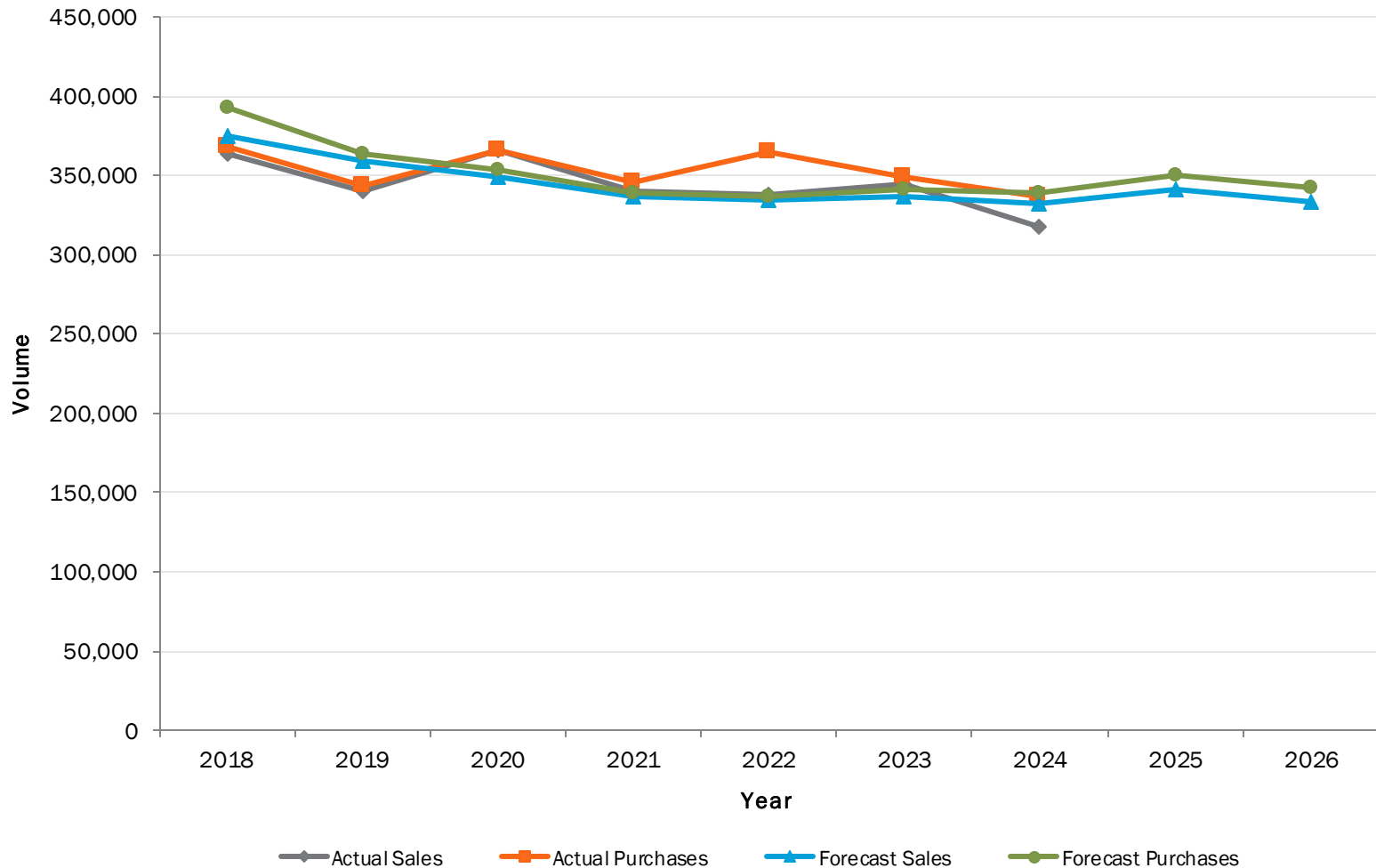
▲ FY 2026 estimated quarterly bill = \$240.36

▲ FY 2026 minimum quarterly increase = \$8.71 \$89.90 vs. \$98.61

▲ FY 2026 \$/Mcf = \$61.63, \$/Gallon = \$0.0082

Water Rates

Water Volumes



Notes:

FY 2026 water sales are forecasted to decrease by 2.2% compared to the prior year (333,600 vs.341,200)

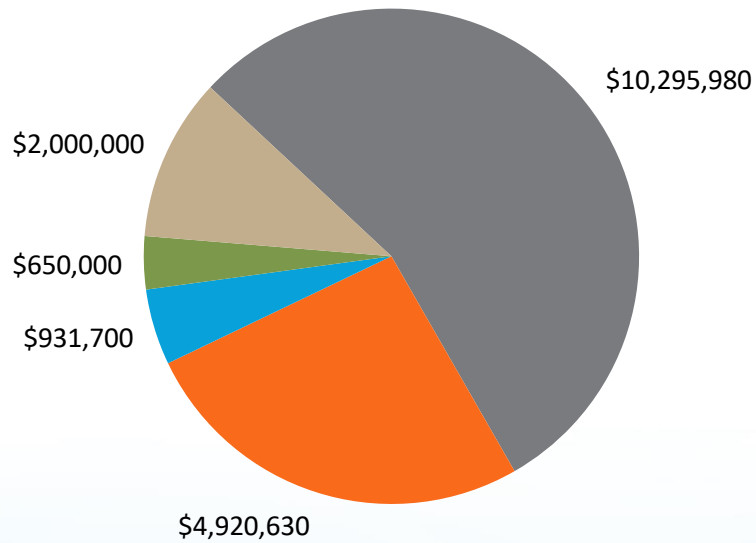
FARMINGTON HILLS WATER SYSTEM

Description	Projected Sales (Mcf)	GLWA Purchased Water (\$)	Operating Expense (\$)	Reserves (\$)	Non-Operating (Debt) (\$)	Non-Rate Revenue (\$)	Total (\$)
Fiscal Year 2024-25	341,200	\$ 10,295,980	\$ 4,920,630	\$ 2,650,000	\$ 931,700	\$ (853,780)	\$ 17,944,530
Fiscal Year 2025-26	333,600	10,786,630	4,909,350	3,115,000	947,250	(956,890)	18,801,340
Increase/(Decrease)	(7,600)	490,650	(11,280)	465,000	15,550	(103,110)	856,810
Increase/(Decrease) %	-2.2%	4.8%	-0.2%	17.5%	1.7%	12.1%	4.8%

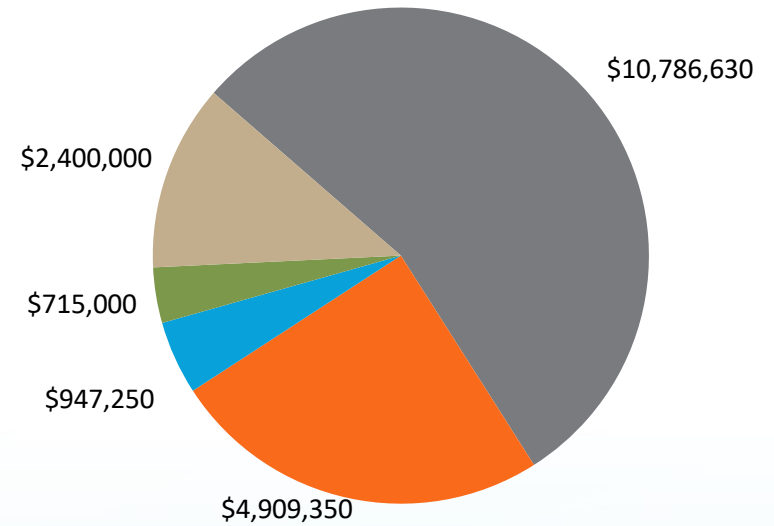
Farmington Hills Water

FY Rate Revenue Requirement

2025 Budget



2026 Forecast



Water Purchases
 Operating
 Non-Operating
 Major Maintenance
 Capital

WATER RATE SUMMARY

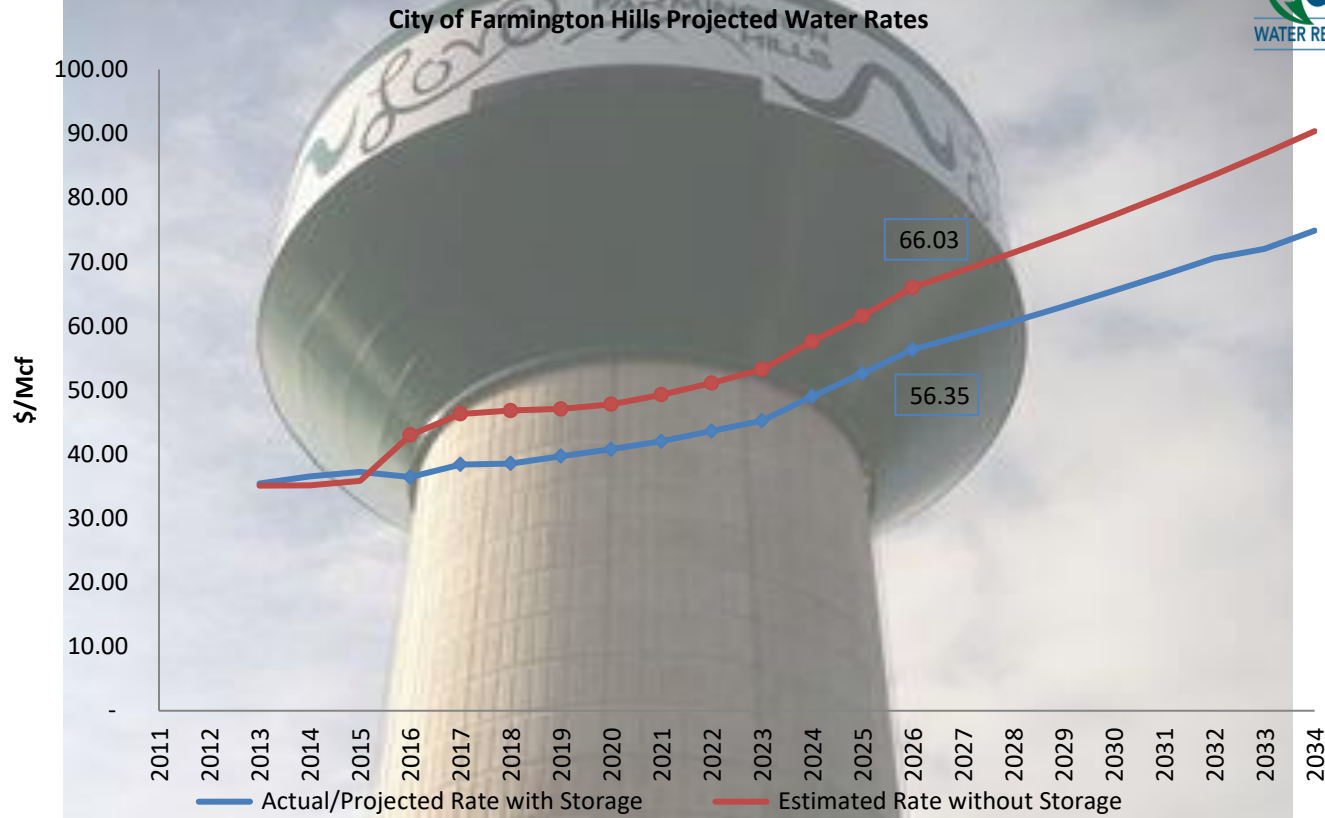
		(\$/Mcf)									
Fiscal			Debt	Maint	Capital	Non-Rate	Total		GLWA	OCWRC	Total
Year	GLWA	O&M	Service	Reserve	Reserve	Revenue	OCWRC	Total	% Change	% Change	Change
2024	29.71	12.63	2.83	1.51	4.52	(2.18)	19.31	49.02	5.1%	13.5%	8.4%
2025	30.18	14.42	2.73	1.91	5.86	(2.50)	22.42	52.60	1.6%	16.1%	7.3%
2026	32.33	14.72	2.84	2.14	7.19	(2.87)	24.02	56.35	7.1%	7.1%	7.1%

▲ FY 2026 estimated quarterly increase = \$14.63 per residential customer

▲ FY 2026 estimated quarterly bill = \$219.77

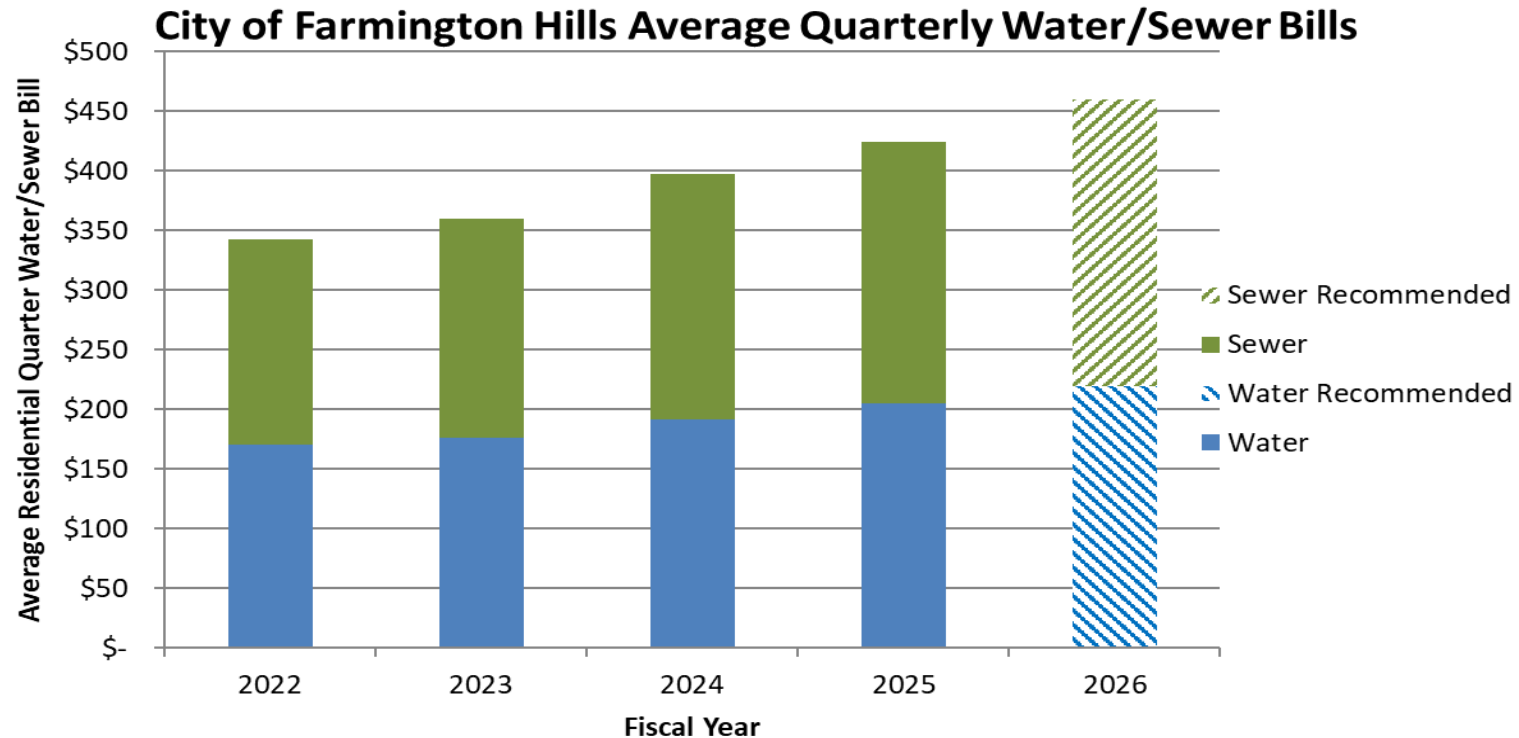
▲ FY 2026 minimum quarterly increase = \$6.00 \$84.16 vs. \$90.16

▲ FY 2026 \$/Mcf = \$56.35, \$/Gallon = \$0.0075



- ▲ FY 2026 estimated GLWA annual charges using PRE-storage demands = \$14,016,000
- ▲ FY 2026 GLWA projected annual charges using POST-storage demands = \$10,787,000
- ▲ FY 2026 estimated savings including debt = \$3,229,000
- ▲ Estimated total savings thru FY 2026 = \$29,210,000

Water and Sewer Combined Rates



	GLWA Fiscal Year				
	2022	2023	2024	2025	2026
Water	\$ 170.12	\$ 176.32	\$ 191.18	\$ 205.14	
Water Recommended					\$ 219.77
Sewer	172.58	183.77	206.70	219.14	
Sewer Recommended					240.36
Total	\$ 342.70	\$ 360.09	\$ 397.88	\$ 424.28	\$ 460.13
% Change		5.1%	10.5%	6.6%	8.4%

Based on consumption of 3.9 thousand cubic feet per quarter

MAJOR CAPITAL EXPENSES

Water System (through 2030):

Kendallwood Subdivisions 3-4	\$17M
Westbrook Manor Subdivisions 1-4	\$16M
Shiawassee Road (Middlebelt to Inkster)	\$2M
Old Homestead Subdivision	\$6M
Section 36 Replacements	\$4M

Sanitary Sewer System (through 2030):

Evergreen-Farmington Sanitary Drainage District Corrective Action Plan (FH Share)	\$41M
Annual System Renewal	\$4M/year

Q & A



CITY CLERK'S REPORT TO MAYOR AND COUNCIL

DATE: May 12, 2025
DEPT: City Clerk
RE: Use of Facilities Policy - Signature Gathering

ADMINISTRATIVE SUMMARY

- At the City Council Study Session of April 14, 2025, it was the consensus of council to amend the current Use of Facilities Policy to allow for signature gathering at certain city facilities in designated areas.
- Attached is the revised policy along with facility maps indicating the designated areas for signature gathering.

RECOMMENDATION

- IT IS RESOLVED, that the Farmington Hills City Council hereby approves the amendment to the Use of Facilities Policy to allow for signature gathering at certain city facilities in designated areas.

Respectfully submitted,

Carly Lindahl, City Clerk

City of Farmington Hills

Use of City Facilities Policy

As amended through ~~March 3~~_____, 2025

City of Farmington Hills Use of City Facilities Policy

(As amended through ~~March 3~~ _____, 2025)

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I. Purpose and Objective.

The City of Farmington Hills' facilities include community rooms, parks, parking lots, recreation areas, banquet facilities and other government buildings and facilities. The intent of this Policy is to establish uniform procedures for the use of City facilities, to provide sufficient forums for gathering and expression of speech, to identify the purposes of City facilities, to ensure the efficient uninterrupted administration of the City government and City facilities and their premises, and to ensure the enjoyment of City facilities by all users. To the extent that this Policy regulates First Amendment activity, it is not the intent of this Policy to allow uniformity of expressive conduct at all locations, or within all areas of a specific location. Any attempt to limit the use of a forum is not intended to silence speech or engage in prohibiting expressive conduct based upon its content.

II. Definitions. As used in this Policy, the following terms are intended to have the following specified meanings:

- A. Facility Manager. The Facility Manager shall be the department responsible for processing applications and enforcing this Policy in relation to any City facility, as identified in Section VII of this Policy. The term shall include any specific individual(s), including but not limited to an on-site facility manager, designated by the department as the City's or facility's contact person for matters relating to the facility rental including but not limited to cancellations and special requests identified in this Policy as requiring the Facility Manager's permission.
- B. Limited Public Forum. Any City facility, City-owned property, or portion thereof that is not within the definition of a Traditional Public Forum, but which has been expressly designated in this Policy as a Limited Public Forum for specific purposes identified in this Policy. It is the intent of this Policy that, where a portion of a facility or property is designated as a Limited Public Forum, that designation shall be narrowly-construed as applying only to the identified portion of the facility or property, and is not intended to transform the property as a whole or any other portion of the facility or its premises (e.g. common hallways, lobbies, and sidewalks and parking lots that are not part of the City's general transportation network) into either a limited or Traditional Public Forum.
- C. Non-Public Forum. Any City facility, City-owned property, or portion thereof that is not within the definition of a Traditional Public Forum, and which has not expressly been designated in this Policy as a Limited Public Forum. It is the intent of this Policy that Non-Public Forums are not to be the site of any activity or use by non-City individuals or entities for purposes unrelated to the purpose for which the facility or property exists. To the extent that this Policy and/or City Ordinances regulate First Amendment activity in Non-Public Forums, such regulations are intended as reasonable regulations to promote the efficient and undisturbed use of the forum for its intended purpose.

City of Farmington Hills
Use of City Facilities Policy

- D. User Representative. The person who is identified in a facility's usage application, arranges the reservation of a facility, and/or who is otherwise the primary contact for a User.
 - E. User. Any individual, group, organization or other entity that has arranged for the use of a City facility, whether through reservation, usage agreement, or other means, and regardless of whether the facility is a fee-based or non-fee-based facility.
 - F. Traditional Public Forum. City parks (to the extent that they are open-air and not designated for specific uses such as sports fields and reservation-based picnic shelters), and public streets and public sidewalks that are part of the City's general transportation network are recognized as Traditional Public Forums. These properties are open to a broad range of expressive purposes consistent with applicable state and federal law. To the extent that this Policy and/or City Ordinances regulate activities within Traditional Public Forums, such regulations are intended only to reasonably regulate the time, place, and manner of activities within the forums as permitted under relevant law.
- III. General Application Procedures and Disclosures and Reservation of Rights for all City Facilities. Unless otherwise stated in this Policy, these General Procedures shall apply to all City of Farmington Hills facilities. Where a procedure for a specific facility elsewhere in this Policy conflicts with or expands upon a General Procedure, the facility-specific procedure shall control.
- A. Application Required. No User may use a City facility without requesting and scheduling said facility through the appropriate Facility Manager for the facility as designated in Part VII, at least 24 hours in advance of the date of use, with a signed and completed application form delivered in person, by e-mail, online, or by fax.
 - B. Discretion to Deny Application. The City, at its sole discretion, reserves the right to limit and/or deny requests for meetings, parties, or other events. In reviewing a request, the City shall consider factors including, but not limited to: (a) the applicant's history of compliance with facility use policies; (b) the conformity of the application to this Policy and all other applicable policies, ordinances, laws, and regulations; (c) whether using the facility as proposed would threaten public health, safety, or welfare, based on factors including but not limited to the ability to manage crowds at the facility, expected public interest, need to maintain order due to expected protests at the event; (d) the consistency of the proposed use with the purposes for which the room is designed and intended, such as but not limited to the size, dimensions and existing furniture, fixtures and equipment in the room; (e) the availability of the room or facility; (e) whether the proposed use would conflict with the administration or needs of, or uses by, the City government; and (g) any other factor deemed relevant by the Facility Manager of the facility involved.
 - C. Events of Minors. The City reserves the right to limit and/or deny requests for meetings, parties, or other events of minors. If an application is approved for such

an event, the application must be signed by a responsible party who is over 21 years of age, and one chaperone over 21 years of age must be provided for every 8 minors.

- D. Insurance. The City of Farmington Hills does not provide individual accident and health insurance for use of its facilities. Groups or individuals using facilities may be required to procure and maintain a general liability insurance policy, at its sole cost and expense, for any death or injuries to persons or loss or damage to property that may arise from or in connection with its use of the facility and the activities associated with it, to supply a certificate of such insurance to the City, and to name on such policy the City of Farmington Hills as an additional insured. Minimum acceptable limits of such insurance will be \$1 million each occurrence and \$1 million aggregate. The City of Farmington Hills must receive policy verification including dates of coverage and financial limits for the event at least 30 days prior to the first rental date.
- E. First Aid. No on-site medical treatment is available at City facilities. First aid is the direct responsibility of any User of City facilities.
- F. Gratuities. City facility personnel are not allowed to accept gratuities.
- G. Assignment/Transfer. No usage, usage agreement, permit, or facility reservation shall be assigned or transferred without the City's consent.
- H. Right of Inspection and Control. The City reserves the right to inspect and control all events, private parties, meetings and receptions held on its premise. The User shall be responsible for paying the City the costs of replacement for any and all destroyed, damaged or missing facility property caused by User's guests, independent contractors, User, User's agent or any person on User's behalf. The User is responsible to reimburse the City for all fees and costs incurred by the City should additional City staff be required to control the User's event.
- I. Damage to Facility. Any damages to the building and/or grounds will be charged to the User or User Representative that signed the agreement. The User or User Representative is responsible for checking the room for damages and cleanup in a manner that is acceptable to the City.
- J. Personal Property. The City shall not be responsible and assumes no liability for lost or stolen equipment, personal property, merchandise, money, personal effects, and goods at a City facility. The safekeeping and protection from theft or damage of all equipment, personal property, merchandise, money, personal effects, and goods brought onto the premises of a City facility shall be solely the responsibility of the User of the facility and the owner of the personal money, effects and goods. The City will assume no liability for any equipment, personal property, merchandise, money, personal effects, and goods left in a City facility or for any damages to such items if they are moved, cleaned or stored by City employees in the performance of their duties.

City of Farmington Hills
Use of City Facilities Policy

- K. Hold Harmless and Indemnification Agreement. The User Representative and the User they represent shall pay on behalf of, indemnify, and hold harmless the City of Farmington Hills, its elected and appointed officials employees, and volunteers and others working on behalf of the City of Farmington Hills, against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Farmington Hills, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Farmington Hills, by reason of personal injury, including bodily injury or death and/or property damages, including loss of use thereof, which arises out of or is in any way connected or associated with the use of a City of Farmington Hills facility. Where a facility requires a written agreement, a hold harmless and indemnification provision that consists of language substantially similar to that of this paragraph shall be included in the signed agreement.
- L. Cancellation. The City of Farmington Hills reserves the right to accept, reject, or cancel any event, use, usage agreement, or reservation for any reason and in its sole discretion. If a facility is mistakenly scheduled for more than one event, use, or reservation of a City facility at the same time, the Facility Manager or their designated representative shall contact each party involved to identify the mistake and ascertain whether any party will voluntarily agree to reschedule, and if not then the Facility Manager shall, in their discretion, decide which party's event, use, usage agreement, or reservation is cancelled. If an event, use, usage agreement, or reservation must be cancelled due to a scheduling mistake as described above or circumstances beyond the control of the City of Farmington Hills, including but not limited to weather, loss of utilities, civil unrest, or other uncontrollable happenstance, the event will be rescheduled at the earliest convenience of all parties. If a usage fee has been paid in connection with an event use, or reservation must be cancelled due to a scheduling mistake by the City as described above or cancellation by the City for any reason (other than circumstances beyond the City's control) and the event, use, or reservation cannot be rescheduled for any reason, the City shall refund such usage fees to the User, which shall be the full extent of any obligation or liability of the City in connection with such cancellation. The City shall not be obligated, liable or responsible for payment of any amounts or damages for losses due, directly or indirectly, to a cancellation incurred by a User (other than a refund, if applicable), User Representative, any person, guest, vendor or contractor associated with the event, use, reservation, rental, or usage agreement, or any other third party. If a User or User's Representative cancels an event or use, the City will not refund any fees, except as may be otherwise specifically allowed in this Policy. Where a facility requires a written usage agreement, a cancellation provision that consists of language substantially similar to that of this paragraph shall be included in the signed agreement.
- M. Policy Enforcement / Penalties. Failure to comply with this Policy may result in all or any of the following: forfeiture of some or all of the security deposit;

cancellation of the event, meeting or other use; immediate termination of the event, meeting or other use without notice or warning; immediate removal of individuals from the premises by City staff or the Farmington Hills Police Department without notice or warning; payment of the City the costs of replacement for any and all destroyed, damaged or missing City property caused by User's guests, independent contractors, User, User's Representative or any person on User's behalf; rejection of any or all future requests to use the City's facilities; criminal prosecution for any violations of law or ordinance; and any other civil remedies to which the City may be entitled by law or in equity.

- N. City Sponsored Events. The City and City sponsored uses and events are specifically excluded from compliance with this Policy.
 - O. Fees. The Facility Manager, in coordination with the City Manager or City Manager's designee, is authorized to establish usage fees and other fees relating to the use of City facilities for which this Policy contemplates a fee.
 - P. Exceptions to Policy. The City Council may allow exceptions to this Policy to accommodate and enable events of regional, state-wide or national significance to be held at City facilities, such as but not limited to, visits by the President of the United States or Michigan Governor, or candidates for such positions.
- IV. General Regulations for All City Facilities. Unless otherwise stated in this Policy, these General Regulations shall apply to all City facilities. Where a regulation for a specific facility elsewhere in this Policy conflicts with or expands upon a General Regulation, the facility-specific procedure shall control.
- A. Compliance with Laws and Policies. All persons using the City of Farmington Hills' facilities shall observe and comply with the regulations of this Policy, all applicable ordinances, rules, and regulations of the City of Farmington Hills, and all federal and state laws.
 - B. Prohibited Uses. City facilities and equipment shall not be used for: a) activities which are in conflict with City policies, rules or ordinances, state laws, or federal laws; b) activities which are discriminatory in the legal sense; c) illegal gambling; d) the primary purpose of petition signature gathering except as allowed by Section V of this Policy; e) political campaign events or fundraisers except in reserved rooms of the Costick Center, Grant Center, Longacre House, The Hawk, or Ice Arena as provided by Section V of this Policy; or f) religious services or regular worship activities except in reserved rooms of the Costick Center, Grant Center, The Hawk, or Longacre House as provided by Section VI of this Policy.
 - C. Notice/Control of Renter's Invitees. The User Representative is responsible for insuring that all policies, rules and regulations are strictly adhered to by all persons participating in the activity for which they are the User Representative. To the extent that rooms or areas of City facilities are reserved, the User, the User's Representative and the User's invitees shall contain their activities to the area reserved or interior of the reserved room, and shall not use hallways or other common areas of the facility in connection with their event

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- D. Non-Interference with Facility. No User's activities shall interfere with the administration of the City of Farmington Hills, the primary purpose of the facility being used, or the enjoyment of the facility by other users of the facility.
- E. Room Capacities. Room capacities must be adhered to. User and User's invitees may not overflow into the hallways and/or disturb City staff, City business, other activities or events at the facility.
- F. Maintenance and Clean-Up. Routine maintenance will be done by City staff. However, trash pickup and other cleanup duties are to be performed by the User, and it is expected that the User will clear and clean any areas of the facility used by the User or the User's invitees. Furniture, fixtures and equipment may not be moved from room to room or removed from the building without permission. At the conclusion of a User's use, the room must be returned to and left in the condition in which it was found. Any decorations used must be removed and disposed of properly, immediately following the function.
- G. Prohibited Items. No sparkle, glitter, confetti, etc. is permitted. Tape, pins, nails, staples and adhesives are not allowed on the walls, tables, chairs, etc. Except for lighters and cake candles (for birthdays, anniversaries, etc.) or unless otherwise provided in a facility-specific policy, candles or other sources of flame and fire are not allowed in City facilities.
- H. Control of Children. All children in attendance must remain in the reserved room(s). Children are not allowed to roam unsupervised in other areas of a City building, such as hallways, rooms or lounges.
- I. Alcoholic Beverages. With the exception of the Costick Center, Longacre House, the Farmington Hills Golf Club, and The Hawk, no alcoholic beverages are allowed in or at City facilities unless the User has obtained written permission from the City Manager or Facility Manager and obtained proper licensing from the State of Michigan for the service of alcoholic beverages.
- J. Paper Goods. Paper goods are the responsibility of the User and are not provided by the City of Farmington Hills.
- K. Equipment. Equipment provided to or used by the User must be utilized for its intended purpose.
- L. Non-Smoking Policy. City facilities are smoke-free and vape-free facilities; guests may only smoke and vape in designated outside areas where ash containers are provided. Smoking and vaping includes tobacco and non-tobacco products or substances including, but not limited to, cigarettes, cigars, non-cigarette smoking tobacco, smokeless tobacco, herbal or clover cigarettes, e-cigarettes, electronic and herbal hookah, steam stones and smoking gels. Smoking marijuana is not permitted in or at City facilities.
- M. Animals. No animals or pets are allowed in or at City facilities except the following: (a) police dogs; (b) service animals, as defined by Title II and Title III of the

Americans with Disabilities Act, subject to applicable City Code requirements unless excepted from such requirements by law; (c) other animals that have been allowed as part of an approved or City sponsored program or event; (d) dogs in the City's dog park, subject to compliance with all established rules and regulations applicable to the dog park; and (e) dogs in Founders Sports Park and Pioneer Park, provided they are on a leash and maintained in compliance with all applicable ordinances and park rules.

- N. Signs. The display, posting, or placement of any sign, poster, or flag is not allowed within or on the grounds of City facilities, except (1) City-owned signs; and (2) holding a sign, poster, or flag on the grounds of a Traditional Public Forum. Special permission may be granted by the City Manager or Facility Manager for signs relating to User events at the facility for which there is a User Representative. The City reserves the right to request and require the User or User Representative to provide a copy of promotional materials (including social networks) and/or invitations that User creates for the event/meeting.
- O. Food and Beverage Sales. Food and beverage sales within or at a public facility are prohibited, unless authorized to do so by the Facility Manager or this Policy.
- P. Merchandise Sales. The sale of any merchandise or goods within or at a public facility is prohibited, unless authorized by the Facility Manager or this Policy.
- Q. Reservation of City's Rights. The City reserves the right to act in the best interest of the City on matters not specifically covered in these rules.
- V. Political and Fundraising Activities in City-Owned Buildings and on City-Owned Properties.
 - A. General Policy. Except as and where specifically allowed under this Policy, City facilities shall not be used for political activities, events, fundraisers or assemblies. Where specified political activities, events, fundraisers, or assemblies are permitted, they must be open to the public subject to occupancy limits and security concerns.
 - B. Political Campaign Events and Fundraisers. Political campaign events and fundraisers advocating a political candidate, ballot proposal, or other political cause may occur only in the fee-based rooms of the Costick Center, Grant Center, Longacre House, The Hawk, and Ice Arena. In these facilities, the activity must be confined to the reserved room and be carried out consistent with all other applicable provisions of this Policy.
 - C. Campaign Finance Law. No City facility shall be used in a manner that would cause the City to be in violation of the Michigan Campaign Finance Act, Act 388 of 1976, as amended, or any other applicable state or federal law.
 - D. Government Officials in their Official Capacities. This Policy shall not be construed to limit the ability of elected or appointed government officials from using either fee-based or non-fee based facilities in furtherance of performing the public duties associated with their office.

- E. After-Hours Meetings with Government Officials. It is recognized that, from time to time, elected or appointed officials desire opportunities to schedule after-hours meetings with citizens on their personal time that are not required as part of their public duties (e.g. office hours, coffee socials, town hall meetings). For purposes of this Policy, such meetings shall be considered to be in furtherance of the public duties associated with the officials' office, provided that they are open to all, and do not include campaigning or fundraising. City facilities designated in Section VII as Limited Public Forums for specified political activities may be used by elected and appointed officials for such meetings with citizens subject to the Michigan Campaign Finance Act and all other applicable law, and subject to all rules, regulations, and fees in the same manner as any other applicant. No such event shall occur that requires the expenditure of public funds or the provision of in-kind services by the City (e.g. coffee service, refreshments, photocopies, labor costs) that could be construed as making a public expenditure or providing a contribution of volunteer public services in violation of the Michigan Campaign Finance Act. In no case shall such an event be held in such a manner as to constitute a violation of the Michigan Open Meetings Act.
- F. Signature Gathering. No portion of a City facility (including but not limited to meeting rooms, hallways, corridors, and internal sidewalks, parking lots, and drives) ~~other than a Traditional Public Forum~~ shall be used by any person or group having the primary purpose of soliciting signatures for ~~candidate-nominating petitions, ballot proposal~~ petitions, or similar documents, except the following: (1) a Traditional Public Forum; and (2) the sidewalk areas of the Costick Center, City Hall, and The Hawk designated on Attachment A to this Policy. This Policy, however, is not intended to prohibit an invitee of a User of a room from incidentally asking other invitees attending the same event within the same room to sign a petition.
- G. Political Fundraisers. Except for the reserved rooms of the Costick Center, Grant Center, Longacre House, The Hawk, and Ice Arena, City facilities shall not be used for the primary purpose of conducting a political fundraising event for any candidate, ballot question, political party or campaign committee. This Policy, however, is not intended to prohibit invitees of a User from incidentally asking other invitees attending the same event in the same room to support a fundraising effort of an individual attendee or the User of the room (e.g., selling tickets for a future event; circulating a fundraising brochure; selling products such as cookies; or holding a 50/50, door prize or similar raffle solely among attendees of the event), or to engage in activities within the scope of the meeting for which the room was reserved related to the administration of an off-site fundraiser (e.g., collecting monies owed from an off-site fundraiser, distributing fundraiser materials such as brochures or raffle tickets; replenishing supplies for a product-based fundraiser; or distributing goods ordered through a prior fundraiser).
- H. Elections and Election Laws. Various City facilities are used as polling locations for elections and for other election related purposes. During the period of time that a City facility is being used as a polling location, no part of that facility shall be used

for a political activity, of any kind. No person shall use a City facility for any purpose that is not allowed under state election laws, rules, and regulations.

VI. Religious or Faith-Based Uses of City Facilities.

- A. Religious Services / Regular Worship. In recognition of the City's interest in complying with the Establishment Clause of the First Amendment of the U.S. Constitution, no City facility other than rooms at the Costick Activities Center, Jon Grant Community Center, The Hawk, and Longacre House shall be used for the purpose of conducting religious services or made available as a venue for the regularly-scheduled worship activities of any religious organization. Where facilities are allowed to be used for religious services, they shall be made available on a first-come, first-served basis, subject to all applicable usage regulations in the same manner as any other user of the facility.
- B. Faith-Based Groups and Incidental Faith-Based Activities. For City facilities that have not been opened for religious services, the limitation shall be narrowly construed so as not to prohibit the use of a Traditional or Limited Public Forum by an applicant because the applicant is faith-based, offers a religious perspective on matters relevant to subjects for which the forum has been opened, and/or engages in faith-based activity (including but not limited to prayer, singing, and reciting religious texts) that is incidental to a permissible use of the forum and does not amount to conducting a religious service. For purposes of this Policy, weddings or other ceremonies and events that could be carried out in a purely secular manner, but which the room User chooses to have conducted by a minister of any religion shall be considered an event with an incidental faith-based component as opposed to a religious service or worship event.

VII. Facility-Specific Regulations. The following facility-specific regulations are intended to be supplemental and additional to the General Application Procedures and Disclosures and General Regulations for all facilities, except where a facility-specific regulation conflicts with a general procedure or regulation, in which case the facility-specific regulation shall control.

- A. No-Fee Rental Facilities.
 - 1. Room Numbers 382 and 384 on the Third Floor of The Hawk (the "Third Floor Rooms").
 - a. Forum Designation and Permitted Uses. The Third Floor Rooms are available for use without charge to civic, community, and non-profit organizations, solely for the purpose of providing meeting space for routine meetings only (not including, for example and without limitation, training, workshops, social gatherings, parties, or other events) attended by an organization's membership and members of the public interested in the organization and/or items on the meeting agenda, subject to the requirements and restrictions in this Subsection VII.A.1. When used under this subsection, the Third Floor Rooms are Limited Public Forums.

- b. Facility Manager. Applications shall be made to the City's Special Services Department.
- c. Priority. Priority for use of the Third Floor Rooms shall be given to the City government (including its officers, administrators, and employees acting in their official capacities), public bodies that use the Council Chambers for their meetings, and meetings of organizations or pertaining to events that are City-sponsored. All other users shall be considered non-priority users. No proposed use of a Third Floor Room by non-priority users shall be scheduled so as to conflict with these priority uses. If a public body requires use of a Third Floor Room for a meeting or other purpose not anticipated at the time that the use of the Third Floor Room was approved for an non-priority user (e.g. for a special meeting of a public body), the City reserves the right to cancel the non-priority user's reservation of the Third Floor Room and may relocate the non-priority user's event to an alternate room at a City facility if available. In this circumstance, if the only available suitable alternate location is a fee-based facility, the usage fee shall be waived administratively.
- d. Open to Public. All meetings occurring within the Third Floor Rooms shall be open to the public.
- e. Political Uses. Political party organizations and similar political or Policy-oriented organizations may reserve the Third Floor Rooms solely for meetings in the same manner as any other civic or community organization referenced in a. above, subject to Section V and all other applicable rules and regulations of this Policy.

2. Fire Department Headquarters (Station #5) Community Rooms.

- a. Forum Designation and Permitted Uses. Fire Department Headquarters meeting rooms are open as Limited Public Forums to civic, community, and nonprofit organizations, solely for the purpose of providing meeting space for routine meetings attended by an organization's membership and members of the public interested in the organization and/or items on the meeting agenda, subject to the requirements and restrictions in this Subsection VII.1.
- b. Facility Manager. Applications shall be made to Fire Department Headquarters (Station #5).
- c. Priority. Priority for use of the Fire Department Headquarters meeting rooms shall be given to the City government, public bodies that use the Council Chambers for their meetings, and meetings of organizations or pertaining to events that are City-sponsored. All other users shall be considered non-priority users.

- d. Availability. Fire Department Headquarters meeting rooms shall not be reserved so as to conflict with priority uses by the Fire Department, other City government departments, public bodies, and City-sponsored uses.
 - e. Open to Public. All meetings occurring within Fire Department Headquarters shall be open to the public.
 - f. Political Uses. Political party organizations and similar political or policy-oriented organizations may reserve Fire Department Headquarters meeting rooms solely for meetings in the same manner as any other civic or community organization, subject to Section V and all other applicable rules and regulations of this Policy.
 - g. Prohibited Uses. Fire Department meeting rooms are not to be used for private parties or events (e.g. birthday parties, showers, etc.), meetings or events of for-profit business entities, fundraisers of any kind, campaign events, religious worship or services as defined in Section VI of this Policy, or any other purpose not expressly authorized by this Policy.
 - h. Food and Beverage. No food or beverages may be served in the Fire Department meeting rooms without the authorization of the Facility Manager.
3. Spicer House. Spicer House is a historic home within Heritage Park, which serves as the park's visitor center and houses several rooms used for classes, meetings, gatherings, and displays. The Spicer House premises was acquired by the City in 1985 with funds obtained through a grant awarded to the City under the Michigan Recreation Land Trust Fund Act, 1976 PA 204, 1984 PA 429, and 1972 PA 227, as amended, which requires that the premises be maintained for recreational purposes in perpetuity. In addition, the Spicer House was designated by City Council in 1988 as a Historic District (Council Resolution R-51-88), as recorded in Liber 11290 Page 330 of the records of the Oakland County Register of Deeds, and its use restricted to purposes identified by the Parks and Recreation Commission, Historic District Commission, and City Council as consistent with its recreational purpose and historic designation.
- a. Forum Designation and Permitted Uses. Consistent with R-51-88, the Farmington Hills Historic District Commission Spicer House Use Feasibility Review dated March 3, 1988 reviewed by Parks and Recreation Commission and City Council, and the Spicer House's recreational and historic purposes, Spicer House is open as a Limited Public Forum for the following uses, subject to the requirements and restrictions in this Subsection VII.4: recreational classes sponsored by government or non-government organizations, complementing the activities of the City of

Farmington Hills (including but not limited to nature study, astronomy, day camping, safety clinics, cross-country skiing, fishing instruction); meetings of the Beautification Commission, Historical Commission, Historic District Commission, Park and Recreation Commission, Arts Commission, and Commission on Aging; Civic Awards/Presentations and functions (including but not limited to Officer of the month, outstanding citizen, Mayor's Exchange Day, City press announcements); interpretive exhibits (including but not limited to history of the Spicer Property, City history, early settlement history, land/water natural history interpretations, museum-type articles, pictures, and artifacts); service club meetings; scouting activities, 4-H activities, youth athletic groups, civic club activities, and as a part of community activities (including but not limited to Halloween walks, hayrides, landscape painting and drawing programs, bird and plant identification, woodworking, nature and day camps, and fall festival).

- b. Facility Manager. Applications shall be made to the Special Services Department
- c. Open to Public. Meetings and events occurring at the Spicer House shall be open to the public and shall not interfere with the public's enjoyment of the Spicer House and premises as a recreational and historic venue.
- d. Prohibited Uses. Consistent with its recreational and historic purposes, the Spicer House is not to be used for private parties or events (e.g. birthday parties, showers, etc.), meetings or events of for-profit business entities, meetings or events for political party organizations or other organizations whose mission is not consistent with the recreational/historic, civic, or service-oriented purposes identified in subsection (a), fundraisers of any kind, campaign events, religious worship or services as defined in Section V of this Policy, or any other purpose not expressly authorized by this Policy.
- e. Food and Beverage. No food or beverages may be served in the Spicer House without the authorization of the Facility Manager.

B. Fee-Based Rental Facilities.

- 1. Costick Activities Center. The Costick Center is a multi-purpose facility that houses the Department of Special Services' administrative offices, indoor and outdoor recreational facilities, designated space for the Farmington Hills Senior Adult program, a teen center, and meeting and banquet rooms.
 - a. Forum Designation and Permitted Activities.
 - i. The Costick Center, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the

forum or the purpose for which a room has been reserved, shall take place in the facility.

- ii. The Costick Center's rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.
- b. Facility Manager. Applications shall be made to the Department of Special Services.
- c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Costick Center, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
- d. Religious Uses. Rooms at the Costick Center may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs.
- e. Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.
- f. Food and Beverage. All Users with 50 guests or more that require food service are required to use the City's contracted food vendor. Users with 49 or less guests may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.
- g. Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 30 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.
- h. Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in

advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

2. Jon Grant Community Center. The Grant Community center was constructed in conjunction with Fire Station #3. It offers classes, programs, and rental opportunities to residents of Farmington Hills as well as surrounding communities.
 - a. Forum Designation and Permitted Uses.
 - i. The Grant Center, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the forum or the purpose for which a room has been reserved, shall take place in the forum.
 - ii. The Grant Center's rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.
 - b. Facility Manager. Applications shall be made to the Department of Special Services.
 - c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Grant Center, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
 - d. Religious Uses. Grant Center rooms may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs.
 - e. Food and Beverage. All Users with 50 guests or more that require food service are required to use the City's contracted food vendor. Users with 49 or less guests may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.
 - f. Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.

- g. Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 10 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for the payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally or by invoice.
 - h. Cancellation and Refund. Users who cancel shall forfeit 50% of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, Users shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.
- 3. Longacre House. The Longacre House is a historic home available for special events. Special Services classes are also held at the house.
 - a. Forum Designation and Permitted Uses. The Longacre House shall be regulated as a Limited Public Forum for the purpose of providing space for private events such as weddings, theme parties, receptions, business meetings, banquets, social gatherings, and classes.
 - b. Facility Manager. Applications are to be made to the Department of Special Services.
 - c. Usage Minimum. A five-hour usage minimum is required for Friday and Saturday events unless waived by the Facility Manager or his designee.
 - d. Fees. Usage fees are based on the time a group/party is in the room, including set-up and clean-up, except for 90-minute setup time that is included with all usage agreements.
 - e. Food and Beverage. All Users that require food and/or alcohol for their events must utilize the Longacre House contracted caterer. No exceptions will be made without Facility Manager approval.
 - f. Payment Terms.

- i. A security deposit is required for all parties over 25 people. An additional deposit may be required or the amount or type may be changed at the discretion of management.
 - ii. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 10 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.
 - g. Cancellation and Refund. Users who cancel shall forfeit 50% of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.
4. Farmington Hills Ice Arena. The first floor of Farmington Hills Ice Arena consists of the ice surface and related facilities. The second floor, known as the "Ice Arena Club" contains space available for reservation that includes a soda shop-style seating area, a dance floor area, and a meeting room.
- a. Forum Designation and Permitted Uses.
 - i. The Ice Arena, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the forum or the purpose for which a room or other portion of the facility has been reserved, shall take place in the forum.
 - ii. The first floor of the Ice Area is intended to be regulated as a Non-Public Forum, within which the ice surface and accessory facilities (e.g. locker rooms) is available for rental only for Ice Area-related purposes (e.g. hockey and other ice-based events, practices, etc.) on a fee-based, first-come first-served basis, subject to the following regulations.

- iii. The Ice Arena Club's second-floor rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.
- b. Facility Manager. Applications shall be made to the Department of Special Services.
- c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at reserved rooms of the second-floor Ice Arena Club, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
- d. Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.
- e. Ice Surface Rental Rules and Regulations. Users of the ice surface are subject to the following facility-specific rules and regulations:
 - i. Each hour is equivalent to 50 minutes of ice time. The remaining ten (10) minutes of the hour is reserved for resurfacing.
 - ii. All ice usage fees are to be paid in full at least one half hour in advance of the use of the ice facility, and are non-refundable. In the event that the advance payment is not maintained, the contract will be considered cancelled by the User.
 - iii. Nobody is allowed on the ice during resurfacing except two people to move goal nets. Zamboni drivers are instructed to cease resurfacing immediately if anybody places an object on the ice or if people are skating before the two Zamboni doors are closed. Once the Zamboni leaves the ice because of a violation of this rule, resurfacing will not re-commence during the time reserved by the User.
 - iv. All hockey players are required to wear full protective equipment and helmets when on the ice.

- v. No physical or verbal abuse of arena employees will be tolerated.
 - vi. Users will not be permitted use of the locker rooms until one-half hour prior to ice time. An adult representative of a group must be present in the locker rooms at all times in which it is in use.
 - vii. A User may receive key(s) to a locker room from the office in exchange for a car key. Said person is responsible for securing the room when the group is on the ice and after all persons have vacated the room. Locker room keys shall be returned to the office for return of the car key. There is a fee for lost and/or damaged key(s) established by the Facility Manager in the Facility Manager's discretion.
 - viii. No food and drinks are permitted in the locker rooms, on the ice, or on the players' and penalty benches, including the scorer's box, with the exception of non-alcoholic beverages in non-breakable containers.
 - ix. Warm-up shots may not be directed to the side dasher boards by hockey players.
 - x. Users are responsible for the conduct of the persons using the arena facilities during the ice time for which they have contacted. Ice Users will be held responsible for any vandalism, breakage, and cleanliness of locker room and all other arena property. It is strongly recommended that the User Representative be the last person to leave the locker room each time it is totally vacated.
 - xi. At the conclusion of the time for which the ice has been reserved, all persons are to leave the ice promptly so that resurfacing may begin immediately. Ice Users will be charged for whatever time is used beyond that for which they have contracted at rates established by the Facility Manager in the Facility Manager's discretion.
 - xii. Only food and beverage items purchased within and from the arena are allowed.
5. The Hawk. The Hawk is a multi-purpose facility that houses City administrative offices, a community center (with indoor and outdoor recreational facilities, activities, programing, and other services for and on behalf of the community), and other uses that have been or may be programmed or determined by the City from time to time. The Hawk also offers space for "private events" (not open to the public) such as, but not limited to, birthday parties, wedding or baby showers, theme parties,

receptions, reunions, business meetings, banquets, conferences, and other private events and social gatherings.

a. Forum Designation and Permitted Activities.

- i. The Hawk, as a whole, shall be regulated as a Non-Public Forum, except as provided under subsection ii below and under Section VII.A.1 of this Policy. No activities unrelated to the purpose of the forum or the purpose for which a room or area is designated or has been reserved, shall take place in or at The Hawk facility.
- ii. The Hawk's useable space available for private events, as described above, and uses under d. or e. below shall be regulated as Limited Public Forums.

b. Facility Manager. Applications shall be made to the Department of Special Services.

c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Hawk, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.

d. Religious Uses. Rooms in the Hawk may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs

e. Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.

f. Food and Beverage. All Users shall utilize the Hawk's in-house caterer and bartender for food and beverage service. In the event the Hawk's in-house caterer is unavailable, the User may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.

g. Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 30 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted

unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.

- h. Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

C. Parks.

- 1. Forum Designation and Permitted Uses. City Parks are open as a Traditional Public Forum (to the extent that they are open-air and not designated for specific uses such as sports facilities/fields and reservation-based picnic shelters), subject to the Rules and Regulations established in Chapter 19 of the Farmington Hills Code of Ordinances, all other applicable ordinances, statutes, and regulations, including but not limited to those pertaining to disturbing the peace, noise, and nuisance, and to the requirements and restrictions set forth in this Subsection VII.C.
- 2. Facility Manager. Applications for reservation-based park facilities are to be made to the Department of Special Services.
- 3. Scope of Use. Users of City Parks shall conduct their activities so as to not disrupt the operations of portions of parks designated for specific purposes, including but not limited to: baseball, soccer, and other athletic fields; skate park; archery range; nature center; and golf course.
- 4. Fee-Based Reservation Park Facilities. The following park facilities are available on a first-come first-served fee-based basis, subject to the terms of this Policy and the following rules and regulations:
 - a. Heritage Park Shelter-Specific Rules and Regulations:
 - i. Shelters are reserved in one-hour intervals. Shelters shall not be reserved or used earlier than 9am or later than sunset.
 - ii. Reservations are for the shelter and/or fire pit only. Park equipment, volleyball courts, and other park facilities are not available for use, and are open to the general public on a first-come-first-served basis.

- iii. Outside equipment such as inflatables, mechanical rides, amplified sound systems, etc., are not permitted.
 - iv. Portable propane grills are prohibited. Users may use the City-provided charcoal grills on-site, but Users are responsible for providing their own charcoal.
 - v. If the reservation includes electricity, it includes 2 circuits, 15 amps each. The User must provide heavy-duty extension cords.
 - vi. On-site water faucet is not drinkable water and is for park staff use only.
 - vii. Receipt must be retained during reservation by the User and presented to park personnel upon request. Trash pickup and other cleanup duties are to be performed by the User. Therefore, the shelter must be left in the condition in which it was found. The site will be inspected by park personnel at the end of the rental period.
 - viii. The Splash Pad is a Memorial Day through Labor Day operation. Its operating hours are 10am to 8pm, weather dependent.
 - ix. Users are required to obtain permission from the Facility Manager or the Facility Manager's designee to have catering, but the caterer must be properly licensed by Oakland County.
 - x. Balloons are not permitted, as they pose a choking hazard to wildlife and clog the Splash Pad drain.
 - xi. A full refund (less administrative fee) will be issued if the reservation is canceled more than 30 days from the reservation date. A 50% refund will be issued if the reservation is canceled 30 days or less from the reservation date. Refunds will only be issued in the event of severe weather as determined in the discretion of the Facility Manager.
- b. Stables Art Studio, Caretakers Farmhouse, Day Camp/Nature Center/Riley Archery Range and Skate Park:
- i. These facilities shall not be reserved or used earlier than 9am or later than sunset.
 - ii. Reservations are only for the specific facility that has been applied for. Equipment, volleyball courts, playground areas,

and other areas in the park are not available for use (except as provided in this Policy) and are open to the general public on a first-come-first-served basis.

- iii. Outside equipment such as inflatables, mechanical rides, amplified sound systems, etc., are not permitted.
 - iv. Receipt must be retained during reservation by the User and presented to park personnel upon request.
 - v. Trash pickup and other cleanup duties are to be performed by the User. Therefore, the facility must be left in the condition in which it was found. The site will be inspected by park personnel at the end of the use. Users are required to obtain permission from the Facility Manager or the Facility Manager's designee to have catering, but the caterer must be properly licensed by Oakland County.
 - vi. Balloons are not permitted outside.
 - vii. A full refund (less administrative fee) will be issued if a reservation is canceled more than 30 days from the reservation date. A 50% refund will be issued if a reservation is canceled 30 days or less from reservation date. Refunds will only be issued in the event of severe weather as determined in the discretion of the Facility Manager.
- c. Fields (Games and Practices). The following requirements and regulations shall apply to reservations of park fields for games and practices:
- i. All field users are required to submit a Field Guideline Application prior to reserving a field.
 - ii. Field hours are from 8:00 a.m. to sunset.
 - iii. Prospective field Users are classified into two groups: Group I (non-profit organizations including YMCA, Civic Organizations, and homeowner associations; and private groups or teams consisting of at least 60% Farmington Hills residents); and Group II (for-profit organizations, non-community groups, and non-residents).
 - iv. Group I non-profit organizations must supply their tax exempt number.
 - v. Groups I and II may be offered block scheduling (i.e. reserving fields for the entire season as opposed to a weekly

basis) by completing a Field Use Reservation Form and submitting for review to the Facility Manager.

- vi. Group I block scheduling occurs May 15th for Spring/Summer and July 15th for Fall.
 - vii. Group I and II can reserve fields by May 15th.
 - viii. All reservations that require dragging and lining of fields must be made 3 days prior to field use.
 - ix. Field use is permitted May 15th through October 15th, weather permitting.
 - x. During the period of the reservation and field use, the individual or organization shall procure and maintain a General Liability insurance policy in accordance with this Policy.
 - xi. Inclement weather may result in the cancellation of field use.
 - xii. Field Use Permits will be issued upon approval of a requested reservation for the use of any athletic facility.
 - xiii. The Field Use Permit must be carried with the permit holder at all times during the event.
 - xiv. The Field Use Permit only assures use of the field permitted and not exclusive use of the park or other fields.
 - xv. Permit holders are responsible for those attending the outing. Permit holders and their participants and those attending their outing shall abide by all City and park ordinances and rules.
 - xvi. No refunds will be given after fields have been reserved.
- d. Fields (Tournaments). The following requirements and regulations shall apply to reservations of park fields for tournaments:
- i. During the period of the reservation and field use, the User shall procure and maintain a General Liability insurance policy in accordance with this Policy.
 - ii. The User will not charge a parking fee, however it may charge an entrance fee.
 - iii. Outside concessions and vendors are not permitted unless the User has obtained approval from the Facility Manager or

the Facility Manager's designee. Any food vendor approved by the Facility Manager or the Facility Manager's designee must be properly licensed by Oakland County.

- iv. The User shall provide tournament game schedule and field set up information a minimum of one week prior to the event to the Department of Special Services.
- v. The amounts of a non-refundable deposit and all fees and charges for field reservations shall be established by the Facility Manager. The deposit is due at the time of reservation. Full payment of all fees for the reserved fields must be made a minimum of 10 working days after the event, check payable to Farmington Hills Recreation and sent to: Costick Center, Attn: Field Reservations, 28600 Eleven Mile Road, Farmington Hills, MI 48336.
- vi. Baseball tournament teams are not permitted to use soccer fields.
- vii. User and its participants and guests shall abide by all City and park ordinances and rules.
- viii. The User shall provide the name and daytime phone number of the event's on-site contact person.
- ix. Users may rake a baseball field but shall not use any mechanical devices or vehicles for said purpose.
- x. Inclement weather may result in the cancellation of field use.

D. Facilities Not Available for Use by Outside Groups/Individuals. The following City facilities and properties, or portions thereof, are Non-Public Forums. No space within these facilities is available for fee-based or non-fee-based use, and no portion of these facilities nor any portion of their premises that is not entitled to regulation as a Traditional Public Forum is intended to be opened as forums for activities unrelated or disruptive to the purpose of the facility.

- 1. Fire Stations 1, 2, and 4
- 2. Fire Station 3 (to the extent that it is separated from the Jon Grant Community Center).
- 3. Police Department Building
- 4. 47th District Court
- 5. Department of Public Works Facility (including outbuildings)

6. Farmington Hills Golf Club, except for golf outing fundraisers.
 - a. Note: The restaurant within the Farmington Hills Golf Club is operated by a private entity pursuant to a concession agreement with the City. Any decisions made by that entity pursuant to its independent operating procedures and in compliance with applicable public accommodations law in furtherance of its business purpose shall not be construed as manifesting an intent of the City to confer public forum status on any portion of the Farmington Hills Golf Club property.
7. Park and Golf Maintenance Facility.
8. Interior areas of the Amphitheater at Heritage Park depicted on ~~the attached map~~[Attachment B to this Policy](#).
9. City Hall, except City Hall meeting rooms, Council Chambers, and the hallway outside Chambers are Limited Public Forums during public meetings held by City Council and other City government public bodies subject to rules established by City Council or such other public bodies applicable to those areas.
10. Any other facility not identified in this Policy as a Traditional Public Forum or Limited Public Forum.

VIII. Repealer, Conflicts, and Severability.

- A. Prior Facility Use Policies Repealed. This Policy amends, restates and supersedes any and all prior facility use and political activities policies adopted by the City Council. Any prior facility use and political activities policies are hereby repealed.
- B. Conflicts. If any provision of this Policy is inconsistent or conflicts with the City Code of the City of Farmington Hills, or any other binding state or federal statutes, regulations, or law, this Policy shall be superseded to the extent that it conflicts with those statutes, laws, ordinances, regulations, or other laws.
- C. Severability. In the event that any of the terms or provisions of this Policy are held to be partially or wholly invalid or unenforceable for any reason whatsoever, such holding shall not affect, alter, modify, or impair any of the other terms, provisions or covenants of this Policy or the remaining portions of any terms, provisions or covenants held to be partially invalid or unenforceable.

Costick Activities Center



The Hawk-Main Entrance View



The Hawk-Rear Entrance View



Farmington Hills City Hall



Heritage Park Amphitheater (Interior)





CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

DATE: May 12, 2025

DEPT: Planning and Community Development

RE: Draft Zoning Text Amendment ("ZTA") 3, 2025 - Revisions to OS-4 Office Research District (12 Mile Corridor) and Off-Street Parking Standards for Multi-Family Residential and Office Uses

ADMINISTRATIVE SUMMARY

Draft ZTA 3, 2025 is a part of a comprehensive effort to update the Zoning Ordinance and move forward meaningful implementation of the Master Plan for Future Land Use's vision for the City. Draft ZTA 3, 2025 is comprised of two (2) topics: Revisions to various standards for the OS-4 Office Research District and off-street parking for multiple-family residential and office uses.

The following is a brief procedural history of draft ZTA 3, 2025:

January 16, 2025 -	Planning Commission Study Session
March 20, 2025 -	Planning Commission Set for Public Hearing (9-0)
April 17, 2025 -	Planning Commission Public Hearing/Recommendation to Council (6-0)

The following is a brief overview of draft ZTA 3, 2025:

First, draft ZTA 3, 2025 would revise Section 34-2.2 to add definitions for two (2) new principal permitted uses within the OS-4 District: artisan manufacturing and live/work unit.

Second, draft ZTA 3, 2025 would revise Sections 34-3.1.22, 34-3.5.2, and 34-3.9 to update the OS-4 District intent statement, add and recategorize various principal permitted and special approval uses within the OS-4 District, incentivize the mixing of uses within the OS-4 District, modify building setback and height requirements within the OS-4 District, and to add and remove conditions applicable within office zoning districts.

Third, draft ZTA 3, 2025 would add a new Section 34-4.61 setting forth standards regarding parking structures within non-residential zoning districts.

Lastly, draft ZTA 3, 2025 would revise parking standards (Section 34-5.2) to reduce the number of parking spaces required for multiple-family residential and office uses, provide increased flexibility, and to add bicycle parking standards.

ATTACHMENTS

- Giffels Webster's Memo to Planning Commission - Draft OS-4 Amendments
- Giffels Webster's Memo to Planning Commission - Initial Post-Master Plan Amendments: Parking Standards
- Draft ZTA 3, 2025 - redline version
- January 16, 2025, Planning Commission meeting minutes
- March 20, 2025, Planning Commission meeting minutes
- April 17, 2025, Planning Commission meeting minutes

#

Prepared by: Erik Perdonik, AICP, City Planner

Reviewed by: Charmaine Kettler-Schmult, Director of Planning and Community Development

Approved by: Gary Mekjian, P.E., City Manager

MEMORANDUM

TO: Farmington Hills Planning Commission

FROM: Joe Tangari, AICP, Jill Bahm, AICP, Julia Upfal, AICP

RE: Draft OS-4 Amendments

DATE: 1/23/2025

Introduction

The new master plan has been adopted, and it is now time to begin working on zoning ordinance amendments to meaningfully implement the plan's vision for the city. One major area of focus in the Master Plan was the corridor between 12 Mile Road and I-696, from Orchard Lake Road to Halsted. This area is currently the subject of an in-progress market study, and the development of a new district will wait until that is completed. However, some amendments can be made to the OS-4 district now to diversify the uses permitted in the corridor, provide greater flexibility, and enable more mixing of uses, with a deeper dive to follow upon completion of the study, up to and including the development of an entirely new district.

To move the corridor closer to the vision of the Master Plan, this memo provides several amendments that permit new uses, eliminate the maximum number of stories and allow the applicant to determine how to split up the maximum height, explore additional height at low elevations and near the freeway, incentivize mixed use, change setbacks, and taking a fresh look at the OS-4 district's supplemental standards, found in Section 34-3.9.

The properties in the 12 Mile corridor are generally a little over 1,000 feet deep, and topography grades downward toward I-696. The amendments in this memo suggest permitting greater height closer to I-696 and where the average grade at the base of the building is below 850 feet.

The relatively short list of permitted uses in OS-4 strongly gears the district toward large office buildings. The list of permitted uses has been expanded below, with two new terms defined for clarity.

When reviewing the language below, keep in mind that blue/underlined text is new, and ~~red/struck~~ text is deleted. This memo reflects changes to the proposed language that were discussed by the PC in January.

34-2.2 Definitions

Artisan Manufacturing

Small-scale businesses that produce artisan goods or specialty foods, primarily for direct sales to consumers, such as artisan leather, glass, wood, paper, ceramic, textile and yarn products, specialty foods, and baked goods.

Live/Work Unit

A building or portion of a building that includes a dwelling unit and an artisan manufacturing, retail, personal service, child care, or office use directly accessed from the dwelling unit.

34-3.1.22 OS-4 Office Research District

A. Intent

The OS-4 office research districts ~~s are is designed~~ intended to accommodate large office uses in a mixed use environment that also includes residential uses and commercial uses providing for the convenience of residents and workers in the area. This ordinance encourages the development of public spaces, walkability, and public art to complement the development of high-value uses that contribute to the city's tax base. ~~provide for large office buildings in areas which have significant highway or road visibility thereby encouraging uses which have a relatively high value per acre of land that will supplement the city's tax base.~~

B. Principal Permitted Uses

The following uses are permitted subject to the required conditions in [Section 34-3.9](#)

- i. Office buildings for any of the following occupations: executive, administrative, professional, accounting, writing, clerical, stenographic, drafting, sales
- ii. Medical offices including clinics, hospitals, and medical laboratories
- iii. Banks, credit unions, savings and loan associations and similar uses with ~~out~~ drive-in ~~facilities as an accessory use only~~
- iv. Business schools or colleges
- v. Hotels
- vi. Attached single-family residential
- vii. Multi-family residential, including office-to-residential conversions
- viii. Live/work units
- ix. Commercial uses permitted under 3.1.23.Bi.-iii, vi, and xii-xiv, when located in a mixed-use building with office and/or multi-family residential uses
- x. Artisan manufacturing
- xi. Public buildings, public utility buildings, telephone exchange buildings, electric transformer stations and substations without storage yards; gas regulator stations with service yards, but without storage yards; water and sewage pumping stations
- xii. Secondary use which is accessory to and located in the same building as a principal permitted use § 34-4.23
- xiii. Stand-alone parking structures § 34-4.61
- xiv. Cellular tower and cellular antennae § 34-4.24
- xv. Other uses similar to the above uses
- xvi. Accessory structures and uses customarily incident to any principal use permitted

C. Special Approval Uses

The following uses are permitted subject to the required conditions in [Section 34-3.9](#)

- i. Research, testing, design, technical training or experimental product development § 34-3.9.5
- ii. [Commercial uses permitted under 3.1.23.Bi.-iii, vi, and xii-xiv, when located in a stand-alone or exclusively commercial building](#)
- iii. [Banks, credit unions, savings and loan associations and similar uses with drive-in facilities as an accessory use only](#)

D. Accessory Uses

- i. Electric vehicle infrastructure § 34-4.55

E. Development Standards

Lot Size

Minimum lot area: Not specified

Setbacks

Minimum ~~front yard~~ setback [to 12 Mile Road](#): 50 ft
[Minimum front yard setback \(other thoroughfares\): 15 ft](#)
[Front yard setback \(local streets\): 0-10 ft \(minimum of 50% of front façade shall be in this range\)](#)
Minimum rear yard setback: 40 ft/[0 ft if alley present](#)
Minimum side yard setback: ~~20 ft~~ [0 ft](#)
Minimum from residential district: 20 ft
~~Minimum from sider street~~ [Local side street setback: 40 ft](#) ~~0-15 ft~~

~~Lot Coverage~~

~~Maximum lot coverage by all buildings: 20%~~

Building Height

Maximum building height: ~~50 ft~~ [65 ft / 80 ft within 400 feet of the I-696 right-of-way](#)
~~Maximum number of stories: 3~~

Density

[Maximum dwelling units per acre](#) 80

Open Space

Front yard open space required: 50%

NOTES

- For additions to the above requirements, refer to Section 34-3.5: [A](#), [J](#), [N](#), [P](#), [U](#) and [V](#).

Changes to applicable footnotes of Section 34-3.5.2

P. ~~The setback shall be the minimum indicated or as required by the following formula (as explained in footnote G. above), whichever is greater~~ [see G below]: [Delete existing Footnote P so that Footnote G no longer applies to the OS-4 District](#)

G. All main buildings shall have a setback of at least fifty (50) feet from any street and shall have a setback of at least twenty (20) feet from any other property line, unless exceeded by the following requirements as defined in paragraph i. below:

i. Setbacks shall be controlled in relationship to the length and height of buildings based upon the formula : $Y = (L + 2H) / D$

Where:

Y = The required yard.

L = The total length of a line which, when viewed directly from above, is parallel to the lot line and intersects any part of the building.

H = The height of the building.

D = Divisor (see subparagraphs ii and iii of this paragraph G, which subparagraphs immediately follow the diagram entitled “Yard Setbacks for Multiple Dwellings”)

ii. Along those property lines which abut a one-family residential district, or which abut one-family detached units or lots of an approved P.R.D. plan, and which are not separated from such units, lots or one-family district by a major or secondary thoroughfare, or where the abutting one-family residential district is not already developed for a permitted use other than one-family residential, the minimum required yard shall be determined by the following formula: $Y = (L + 2H) / 3$

iii. In all other instances, or where the planning commission determines that the adjoining property is indicated on the future land use plan as an area of other than one-family residential use, the minimum required yard shall be determined by the following formula: $Y = (L + 2H) / 6$

Section 34-3.9 OS-1, OS-2, OS-3 and OS-4 District Required Conditions

1. In the OS-1, OS-2, [and OS-3](#), ~~and OS-4~~ districts the following conditions apply:
 - A. Uses permitted shall require review and approval of the site plan by the planning commission.
 - B. No interior display shall be visible from the exterior of the building.
 - C. The outdoor storage of goods or materials shall be prohibited.
 - D. Warehousing or indoor storage of goods or materials; beyond that normally incidental [al](#) to the permitted uses; shall be prohibited.
2. In the OS-1, OS-2, and OS-4 districts the following condition applies.
 - A. All activities, except for off-street parking or loading, shall be conducted within a completely enclosed building.

5. In the OS-4 district the following conditions apply:
- A. The permitted uses of the district may be co-located within a building or upon a site.
 - ~~B. Manufacturing shall not be an assembly line type and shall be limited to prototype equipment, products or materials for experimental purposes which are not generally for sale, or artisan wares. Repair work shall be limited to prototypes, or products being tested, designed, or experimentally produced, and shall not be for customer services.~~
 - C. Warehousing or storage of products may be permitted when clearly accessory to a principal use.
 - D. The outdoor storage of goods or materials shall be prohibited.
 - E. Where a minimum of fifteen percent (15%) of the lot is set aside for public use and developed as a park or plaza with at least one public art installation, an additional twenty (20) feet of height shall be permitted.

New Section 34-4.61 Parking Structures

Parking structures shall be permitted as an accessory use in all non-RA and non-RP districts when integrated into a larger building. Stand-alone parking structures are permitted in the OS-4 district subject to the following:

1. The exterior of the parking structure shall not be bare, functional concrete. Other durable materials, such as brick, stone, metal paneling, and glazing shall be used for the façade and shall be subject to Planning Commission approval. Art, including sculpture or murals, is permitted and encouraged.
2. Permitted commercial uses may occupy a portion of the ground floor of the parking structure.
3. The parking structure shall not front directly on 12 Mile Road.
4. The parking structure shall provide spaces to accommodate a minimum of one bicycle per each 20 vehicle parking spaces in the structure.
5. Where a parking structure serves residential uses, in whole or in part, charging infrastructure shall be provided for a minimum of fifteen percent (15%) of required spaces for the residential use. For the purposes of this subsection, “charging infrastructure” shall mean placing the conduit and/or wire required for the future installation of electrical lines to serve charging stations, as well as ensuring the electrical delivery capacity is sufficient to meet the energy demands of the charging stations. Charging outlets may be provided by the developer or tenant by agreement.

MEMORANDUM

TO: Farmington Hills Planning Commission

FROM: Joe Tangari, AICP, Jill Bahm, AICP, Julia Upfal, AICP

RE: Initial Post-Master Plan Amendments: Parking Standards

DATE: 11/14/2024

Parking Standards

The implementation section of the Next 50 Master Plan includes several zoning actions that are key to meeting the plan's objectives. This includes a thorough review of the parking requirements to identify necessary adjustments and flexibility based on actual demand. As the plan aims to encourage infill development, reduce excessive pavement, and consider new opportunities for parking areas throughout the City, updating these standards will eliminate regulatory hurdles that impede progress toward these important objectives.

To continue the discussion of parking standards, this memorandum includes a review of the following zoning considerations relevant to parking:

- Reducing requirements for multi-family & office
- Consider parking maximums
- Providing greater flexibility
 - Waivers based on demonstrated need
 - Parking reductions
- Add bicycle parking standards

Changes from the January meeting are highlighted in yellow.

“Parking. Thoroughly review the parking requirements of the Zoning Ordinance and adjust requirements based on modern assessments of actual need. Consider establishing parking maximums and multiple mechanisms for reducing parking. Consider curbside pick-up, short-term spaces, and rideshare drop-off areas.”

– Page 239, Chapter 12:
Implementation, Next 50 Master Plan

Reducing requirements for Multi-family and Office

The parking schedule regulates the minimum number of spaces required, and when this is not well-aligned with need, results in vacant paved spaces. In Farmington Hills, the parking requirements for multi-family and office uses outweigh parking demand, contributing to unnecessary pavement and excess parking. The opportunity cost for underutilized parking is often a higher and better use of land, such as additional development, green spaces, or community amenities that better serve

residents of the City. The Planning Commission may consider the following modifications to better align parking for these uses with actual demand.

Medical office:

Current standard:

Professional offices of doctors, dentists or similar profession	One (1) for each one hundred thirty-five (135) square feet of usable floor area for the first five thousand (5,000) square feet;
	One (1) for each one hundred seventy-five (175) square feet for that area in excess of five thousand (5,000) square feet of usable floor area

Recommended standard:

Professional offices of doctors, dentists or similar professions	One (1) for each 250 square feet of usable floor area
--	---

Explanation: By providing a standard for the entire building, the ordinance will be easier to administer and enforce. This calculation will also better align medical office requirements with actual demand and zoning best practices.

Alternatives: Regulate by number of examination rooms, waiting area, or a combination of both

Chiropractic office:

Current standard:

Chiropractic office	One (1) for each 200 square feet of usable floor area
---------------------	---

Recommended standard: Remove chiropractic office.

Explanation: A chiropractic office is a type of medical office and should be combined with medical office.

Business Office

Current standard:

Business offices or professional offices except as indicated in the following items 3--5	One (1) for each 220 square feet of usable floor area for the first 15,000 square feet;
	One (1) for each 250 square feet for that area in excess of 15,000 square feet of usable floor area

Recommended standard:

Business offices or professional offices	One (1) for each 300 square feet of usable floor area
--	---

Explanation: By providing a standard for the entire building, the ordinance will be easier to administer and enforce. This calculation will also better align office requirements with actual demand and zoning best practices.

Residential, Multiple Family

Current standard: Two (2) for each dwelling unit of three (3) rooms or less; two and one-half (2 1/2) for each dwelling unit of four (4) or more rooms

Recommended standard: Create two separate uses and regulate as follows:

<i>Residential, Multiple Family</i> with individual garages, driveways, or parking pads	Two (2) spaces for each dwelling unit
<i>Residential, Multiple Family</i> without individual garages, driveways, or parking pads	1.5 spaces for each dwelling unit

Explanation: Reduce multi-family parking requirements to better align with demand, while continuing to provide appropriate parking for developments that include individual garages, driveways, or parking pads

Switch the Order of the Table of Requirements and the Ability to Adjust Parking Requirements

Currently, section 5.2.11 sets forth the minimum number of parking spaces, and a portion of 5.2.2 and 5.2.10 establish the ability to accept changes to those minimums. Consolidating those standards and placing them after the table would make more sense, structurally. So current Section 5.2.11 will become Section 5.2.10, and current Section 5.2.10 will become Section 5.2.11.

The parking ordinance could easily incorporate a maximum parking standard to reduce excessive parking. We recommend the following amendment, along with some potential flexibility as described later in this memorandum.

34-5.2.10 [Required spaces.](#)

- A. The minimum number of off-street parking spaces by type of use shall be determined in accordance with the following schedule; ~~provided, however, that when a use is required by state statute to provide handicapped parking spaces, the total number of off-street parking~~

~~spaces required by this chapter shall be increased by one (1) for uses requiring twenty-five (25) parking spaces or less.~~

- B. Maximum. The maximum number of parking spaces shall be determined as follows:
- i. When the minimum requirement is fewer than 10 spaces, the maximum parking allowed shall be 2 spaces greater than the minimum parking requirement.
 - ii. When the minimum requirement is 10 spaces or more, the Planning Commission may grant an increase of up to twenty (20%) percent over the maximum guideline for parking spaces if:
 - a. The applicant can demonstrate to the Planning Commission's satisfaction the additional parking is necessary based on documented evidence of actual use or anticipated demand.
 - b. The increase in parking will have no undue burden on neighboring property owners and/or natural features.

Provide Greater Flexibility and Consider Maximums

The ordinance standards could be amended to provide new opportunities for reductions from the required parking in circumstances where an applicant implements measures to reduce parking demand or modifications when the applicant demonstrates that parking demand is more or less intensive than required by the ordinance.

Current Text

The ordinance currently includes some standards to grant flexibility, but additional reduction standards would better allow for more demand-based adjustments. Current reduction standards in the ordinance include:

1. Shared parking provisions: Article 34-5.2.2 allows applicants to adjust parking requirements when lots are shared between two uses.
 - a. When there are multiple uses on a single lot and the applicant has demonstrated that peak operating hours do not overlap, spaces may count towards the requirement for each use.
 - b. When there are two or more zoning lots that share spaces and peak usage is at different times, an applicant may reduce parking up to 20%. For greater reductions, the applicant may submit a parking study and the reduction will be to the discretion of the Planning Commission.
2. Deferred parking provisions: The planning commission can allow an applicant to reduce the number of off-street parking spaces when they can demonstrate that there is an adequate reserve of land set aside for additional parking which will only be constructed if it is determined a need exists for the spaces.

Potential amendments

We recommend the Planning Commission consider modifications to the off-street parking standards by incorporating the amendments below. This will achieve greater flexibility to align

parking requirements with actual parking demand. In addition, by creating standards to evaluate parking reductions, the amendments provide some administrative authority when planning commission review is not required.

34-5.2.2: *Retain same-lot requirements, but move shared parking provisions to 34-5.2.10.*

Off-street parking for other than residential use shall be either on the same lot or within three hundred (300) feet of the building it is intended to serve, measured from the nearest point of the building to the nearest point of the off-street parking lot. Ownership shall be shown of all lots or parcels intended for use as parking by the applicant.

~~The City recognizes that different types of uses may have different peak usage times. Therefore, two (2) or more non-residential buildings or non-residential uses may collectively provide the required off-street parking, in which case the required number of parking spaces for the uses calculated individually may be reduced for the following:~~

- ~~A.—If the property is on a single zoning lot and the applicant provides documentation of a reciprocal arrangement between businesses showing that peak operating hours of the businesses do not overlap; or~~
- ~~B.—If the property is on two or more zoning lots a signed agreement is provided by the property owners and duly recorded with the Register of Deeds, and the Planning Commission determines that the peak usage will occur at different periods of the day. A parking study prepared by a qualified professional following methodologies established by the Urban Land Institute's publication, Shared Parking, shall be required for any reduction that exceeds twenty (20) percent of the required number of spaces and may be required to justify lesser reductions at the discretion of the Planning Commission. The study that supports the proposed shared parking arrangement shall be submitted along with the site plan and is subject to concurrence by the approving body. The approving body may, as an alternative, grant a lesser reduction in overall parking than that requested by the applicant.~~
- ~~C.—For any shared parking arrangement, the Planning Commission may require the construction of pedestrian sidewalks and/or marked crossing areas to facilitate pedestrian traffic between two sites or two use areas~~

34-5.2.11: *Amend this section (currently 5.2.10) to expand opportunities for parking relief when appropriate and aligned with demand. Provide flexibility from parking minimums and maximums (if maximum parking is implemented).*

10. Deviations from required parking: For all uses except one- and two-family residential units and mobile home sites, the number of off street parking spaces required may be ~~adjusted~~ ~~reduced~~ in accordance with the following:

- A. Demand-based parking adjustments.
 - i. Deviations from the required parking minimum or maximum may be granted when the applicant has demonstrated through a parking study or other means deemed

sufficient by the approving body that the required off-street parking is excessive or inadequate to meet the daily needs of the use. Elements to be considered include:

- a. [Number and frequency of walk-up \(foot traffic\) customers](#)
 - b. [Availability of shuttle service and/or transit](#)
 - c. [Seasonal nature of operations](#)
 - d. [Unique operational characteristics of the use that impact daily traffic](#)
 - ii. [In circumstances where the most recently published Institute of Transportation Engineers' Parking Generation Manual or Urban Land Institute Shared Parking Guide recommends a lower quantity of parking than that required in this ordinance, the minimum parking requirement may be adjusted accordingly.](#)
- B. [Mitigation: Reductions from the required parking minimum may be granted in accordance with the following mitigation measures:](#)
- i. [Grand River Avenue. Recognizing the transportation alternatives available throughout the Grand River Corridor, the required parking minimum shall be reduced by 50% for all uses with frontage on Grand River Avenue.](#)
 - ii. [Car-Sharing or Carpool Spaces. Parking spaces reserved and signed for hourly car rental/car-sharing services or as carpool-only spaces may be counted as two regular parking spaces. Car-sharing or carpool spaces may be proposed for a single lot in accordance with the following schedule:](#)

Number of required spaces	Maximum number of car-sharing or carpool spaces
1-10	0
11-25	2
26-100	4
101-250	12
250+	25
 - iii. [Bicycle Parking. The minimum parking standard may be reduced by one parking space for every four non-required bicycle parking spaces. This reduction may be increased to one parking space for every three non-required bicycle parking spaces when spaces are covered by a roof or awning.](#)
 - iv. [Walkable Amenities. If the site is proximal to a multi-use trail, the applicant may present support for a requested reduction, and the Planning Commission may approve the reduction if it finds the request to be sufficiently justified.](#)
- C. [Reserve Parking. Reductions from the required parking minimum may be granted when adequate reserve area is provided for future parking, provided that the following conditions are met:](#)
- i. [The number of off-street parking spaces required for the use or uses must be more than ten \(10\).](#)
 - ii. [The applicant shall submit an acceptable site plan showing that an adequate reserve of land is set aside for additional parking spaces, so that the total depicted](#)

on the plan is adequate to meet the requirements of Section 34-5.2.10. The plan shall indicate the reserve area laid out so that all dimensional requirements as to spaces, aisles, and other applicable requirements of this chapter can be met. The reserve area shall not be used for water retention, for required open spaces, or as the location for replacement trees or other deciduous or evergreen trees required by this chapter. The landscape plan submitted for the site shall include a plan for the reserve area.

- iii. The planning commission has determined that the applicant has submitted substantial evidence showing that the parking needs of the specific occupant will be less than would be required by this chapter.
- iv. The property owner shall execute an agreement prepared by the city attorney requiring the construction of the additional spaces within one hundred and eighty (180) days of notification that the planning commission, at its sole discretion has determined a need exists for such spaces. The agreement shall run with the land, be binding upon successors and assigns and shall be recorded with the register of deeds.
- v. A permit for change of occupancy shall not be issued until the planning department has reevaluated the need for parking by the new occupant relative to the number of spaces required by this chapter.

D. Shared Parking. [Reductions from the required parking minimum may be granted when there is a collective parking arrangement.](#) The City recognizes that different types of uses may have different peak usage times. Therefore, two (2) or more ~~non-residential buildings or non-residential~~ [principal](#) uses may collectively provide the required off-street parking, in which case the required number of parking spaces for the uses calculated individually may be reduced for the following:

- i. If the property is on a single zoning lot and the applicant provides documentation of a reciprocal arrangement between businesses showing that peak operating hours of the businesses do not overlap; or
- ii. If the property is on two or more zoning lots a signed agreement is provided by the property owners and duly recorded with the Register of Deeds, and the Planning Commission determines that the peak usage will occur at different periods of the day. A parking study prepared by a qualified professional ~~following methodologies established by the Urban Land Institute's publication, Shared Parking,~~ shall be required for any reduction that exceeds twenty (20) percent of the required number of spaces and may be required to justify lesser reductions at the discretion of the Planning Commission. The study that supports the proposed shared parking arrangement shall be submitted along with the site plan and is subject to ~~concurrence~~ [approval](#) by the approving body. The approving body may, as an alternative, grant a lesser reduction in overall parking than that requested by the applicant.

- iii. For any shared parking arrangement, the Planning Commission may require the construction of pedestrian sidewalks and/ or marked crossing areas to facilitate pedestrian traffic between two sites or two use areas

Add bicycle parking standards and protect pedestrians

In addition to any vehicular parking requirements, requirements for bicycle parking will help to complete the City's bicycle network and accommodate bicycles as a potential transportation alternative. We recommend the Planning Commission consider the following standards for required bicycle parking.

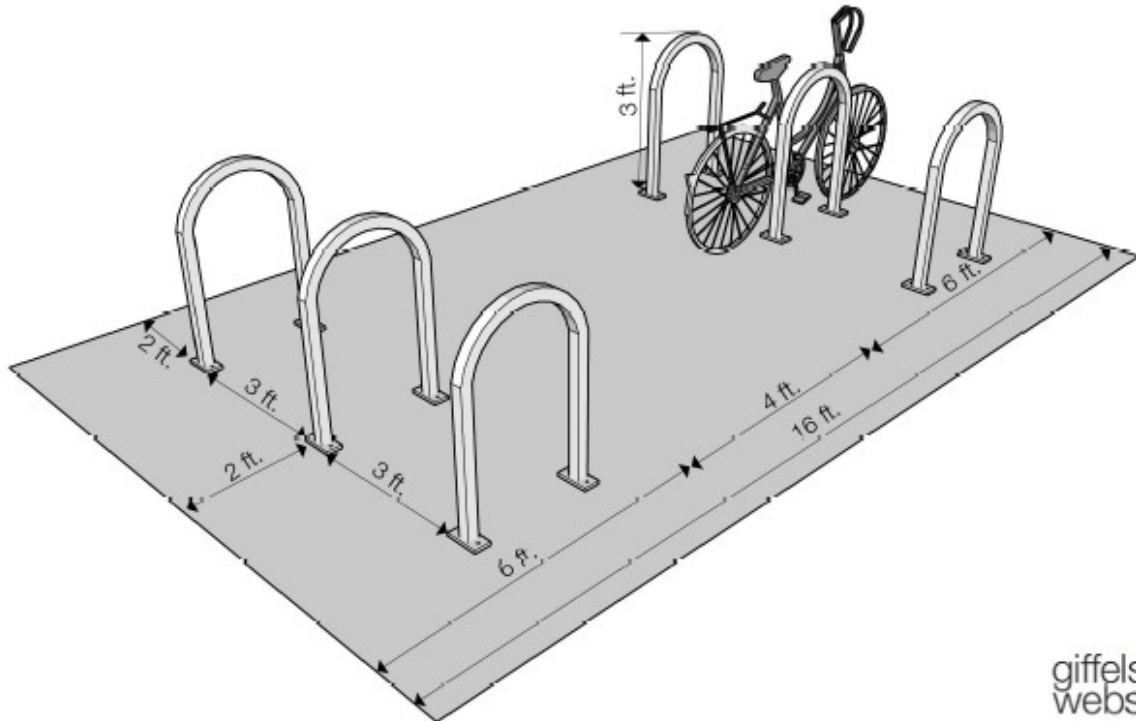
14. Bicycle Parking.

- A. Intent. As the City works to create a well-connected community, expand its pathway system, and provide more opportunities for non-motorized transportation, it is important that new development accommodates bicyclists.
- B. Bicycle parking facilities general requirements. At the time of erection of any new principal building or new parking lot, the enlargement of any principal building by ten percent (10%) or more of the existing gross floor area, or the enlargement of any automobile parking lot by ten percent (10%) or more of the number of existing parking spaces, a bicycle parking facility shall be required in accordance with the following requirements:
 - i. Provide a minimum of two (2) bicycle parking spaces. Auto wash uses and single-family and two-family uses are exempt from this requirement. A use that requires bicycle parking and has more than forty (40) off-street vehicle parking spaces, shall provide one (1) additional bicycle parking space for each twenty (20) vehicle parking spaces.
 - ii. Off-street bicycle parking facilities may be located in any yard subject to meeting the parking setback requirements of this ordinance. Site plan approval may allow bicycle parking facilities in the required front yard parking setback when the location is between a public bicycle route and the principal building.
 - iii. Bicycle parking facilities shall be located on the parcel that the bicycle parking serves.
 - iv. Bicycle parking spaces may be located indoors or covered with a freestanding canopy or shelter, or a shelter attached to a building.
 - v. Bicycle parking facilities located outdoors shall be clearly visible and easily accessible to people approaching the primary entrance to the use providing the bicycle parking.
 - vi. Minimum required bicycle parking spaces shall not be replaced by any other use unless and until equal facilities are provided elsewhere.
 - i. Bicycle parking facility layout, location, and design standards. Bicycle parking area(s) shall be laid out, constructed, and maintained in accordance with the following standards and regulations:
 - i. Bicycle parking spaces shall be paved and adjacent to a bicycle rack of the inverted "U" design or a similar design approved by the approving body, that is solid, cannot be easily removed with common tools, provides at least two (2) contact points for a bicycle, is at least three (3) feet in height, and permits the locking of a bicycle through the frame and one (1) wheel with a standard U-

Lock or cable in an upright position. The rack shall be securely anchored in concrete or asphalt. Alternative installations and designs may be considered if the proposed rack design functions similar to the inverted “U” design. Artistic designs are encouraged.

- ii. The minimum layout standards are shown in Figure 5.2.14.B.ii Minimum Layout Standards for Bicycle Parking Facilities below.

Figure 5.2.14.B.ii Minimum Layout Standards for Bicycle Parking Facilities



- iii. Bicycle parking facilities shall be accessible from adjacent street(s) and pathway(s) via a paved route that has a minimum width of six (6) feet.
- iv. Bicycle parking facilities shall be separated from automobile parking spaces and access aisles by a raised curb, landscape area, sidewalk, or other method that complies with all City ordinances when located in or near off-street parking areas.

ORDINANCE NO. C-_____-2025

CITY OF FARMINGTON HILLS
OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND THE FARMINGTON HILLS CODE OF ORDINANCES, CHAPTER 34, “ZONING,” ARTICLE 2.0, “DEFINITIONS,” SECTION 34-2.2, “DEFINITIONS,” TO ADD DEFINITIONS RELATING TO ARTISAN MANUFACTURING AND LIVE/WORK UNITS; ARTICLE 3.0, “ZONING DISTRICTS,” SECTION 34-3.1-22, “OS-4 OFFICE RESEARCH DISTRICT,” TO REVISE PERMITTED AND SPECIAL APPROVAL USES AND CERTAIN HEIGHT, AREA, AND BULK STANDARDS; ARTICLE 3.0, “ZONING DISTRICTS,” SECTION 34-3.5.2, “NOTES TO SCHEDULE OF REGULATIONS,” TO REVISE THE APPLICABLE CHART OF NOTES TO DELETE NOTE P AND RE-LETTER; ARTICLE 3.0, “ZONING DISTRICTS,” SECTION 34-3.9, “OS-1, OS-2, OS-3 AND OS-4 DISTRICT REQUIRED CONDITIONS,” TO AMEND THE CONDITIONS APPLICABLE TO THE DISTRICT; ARTICLE 4.0, “USE STANDARDS,” TO ADD NEW SECTION 34-6.61, “PARKING STRUCTURES”; AND ARTICLE 5.0, “SITE STANDARDS,” SECTION 34-5.2, “OFF-STREET PARKING REQUIREMENTS,” TO REVISE AND/OR REARRANGE VARIOUS PARKING STANDARDS AND REQUIREMENTS.

THE CITY OF FARMINGTON HILLS ORDAINS:

Section 1 of Ordinance. Ordinance Amendment.

The Farmington Hills City Code, Chapter 34, “Zoning,” Article 2.0, “Definitions,” Section 34-2.2, “Definitions,” is amended to add the following definitions:

Artisan Manufacturing means small-scale businesses that produce artisan goods or specialty foods, primarily for direct sales to consumers, such as artisan leather, glass, wood, paper, ceramic, textile and yarn products, specialty foods, and baked goods.

Live/Work Unit means a building or portion of a building that includes a dwelling unit and an artisan manufacturing, retail, personal service, child care, or office use directly accessed from the dwelling unit.

Section 2 of Ordinance. Ordinance Amendment.

The Farmington Hills City Code, Chapter 34, “Zoning,” Article 3.0, “Zoning Districts,” Section 34-3.1.22, “OS-4 Office Research District,” is amended to read as follows:

A. Intent

The OS-4 office research districts ~~are~~ is designed-intended to accommodate large office uses in a mixed use environment that also includes residential uses and commercial uses providing for the convenience of residents and workers in the area. This ordinance encourages the development of public spaces, walkability, and public art to complement the development of high-value uses that contribute to the city’s tax base~~provide for large office buildings in areas which have significant~~

~~highway or road visibility thereby encouraging uses which have a relatively high value per acre of land that will supplement the city's tax base.~~

B. Principal Permitted Uses

The following uses are permitted subject to the required conditions in Section 34-3.9.

- i. Office buildings for any of the following occupations: executive, administrative, professional, accounting, writing, clerical, stenographic, drafting, sales
- ii. Medical offices including clinics, hospitals, and medical laboratories
- iii. Banks, credit unions, savings and loan associations and similar uses with out drive-in ~~through facilities~~ facilities as an accessory use only
- iv. Business schools or colleges
- v. Hotels
- vi. Multi-family residential, including office-to-residential conversions
- vii. Live/work units
- viii. Commercial uses permitted under 3.1.23.Bi.-iii, vi, and xii-xiv, when located in a mixed-use building with office and/or multi-family residential uses
- ix. Artisan manufacturing
- ~~vix.~~ Public buildings, public utility buildings, telephone exchange buildings, electric transformer stations and substations without storage yards; gas regulator stations with service yards, but without storage yards; water and sewage pumping stations
- ~~vixi.~~ Secondary use which is accessory to and located in the same building as a principal permitted use § 34-4.23
- xii. Stand-alone parking structures §34-4.61
- ~~vxiii.~~ Cellular tower and cellular antennae § 34-4.24
- ~~ixxiv.~~ Other uses similar to the above uses
- ~~xxv.~~ Accessory structures and uses customarily incident to any principal use permitted

C. Special Approval Uses.

The following uses are permitted subject to the required conditions in [Section 34-3.9](#)

- i. Research, testing, design, technical training or experimental product development § 34- 3.9.5
- ii. Commercial uses permitted under 3.1.23.Bi.-iii, vi, and xii-xiv, when located in a standalone or exclusively commercial building
- iii. Banks, credit unions, savings and loan associations and similar uses with drive-through facilities as an accessory use only

D. Accessory Uses

- i. Electric vehicle infrastructure § 34-4.55

E. Development Standards

Lot Size

Minimum lot area: Not specified

Setbacks

Minimum ~~front yard~~ setback to 12 Mile Road: 50 ft

Minimum front yard setback (other thoroughfares): 15 ft
Front yard setback (local streets): 0-10 ft (minimum of 50% of front façade shall be in this range)
 Minimum rear yard setback: 40 ft/10 ft if alley is present
 Minimum side yard setback: 40 ft/0 ft
 Minimum from residential district: 20 ft
Local side street setback: 40 ft/0-15 ft

Lot Coverage

~~Maximum lot coverage by all buildings: 20%~~

Building Height

Maximum building height: 50 ft/65 ft /80 ft within 400 feet of the I-696 right-of-way

~~Maximum number of stories: 3~~

Density

Maximum dwelling units per acre 80

Open Space

Front yard open space required: 50%

NOTES

- For additions to the above requirements, refer to Section 34-3.5: A, J, N, P, U and V.

Section 3 of Ordinance. Ordinance Amendment.

The Farmington Hills City Code, Chapter 34, “Zoning,” Article 3.0, “Zoning Districts,” Section 34-3.5.2, “Notes to Schedule of Regulations” is amended to read as follows:

34-3.5 NOTES TO SCHEDULE OF REGULATIONS

1. Applicability. The notes contained in Section 3.5.2 are additions, exceptions, and clarifications to the district standards contained in Section 3.1. The applicability of individual notes to each district is provided in the tables on the following pages.

34-3.5.1 Applicability of Notes to District Standards										
Note to District Standard	Residential Districts*									
	RA-1A	RA-1B	RA-2B	RA-1	RA-2	RA-3	RA-4	RC-1	RC-2	RC-3
A										

B	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
C	✓	✓								
D		✓	✓	✓	✓	✓	✓			
E			✓	✓	✓	✓	✓			
F								✓	✓	✓
G								✓	✓	✓
H								✓	✓	✓
I										
J										
K										
L										
M										
N										
O										
P	-	-	-	-	-	-	-	-	-	-
QP										
RQ										
SR										
FW										
UT										
VU			✓	✓	✓	✓	✓	✓	✓	✓

34-3.5.1 Applicability of Notes to District Standards													
Note to District Standard	Business Districts												
	SP	OS-1	OS-2	OS-3	OS-4	B-1	B-2	B-3	B-4	ES	IRO	LI-1	P-1

A	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
B													
C													
D													
E													
F													
G													
H													
I		✓											
J		✓	✓		✓	✓	✓	✓	✓	✓	✓		
K		✓	✓			✓		✓	✓	✓			
L		✓	✓			✓		✓	✓	✓			
M		✓	✓			✓		✓	✓			✓	
N		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
O				✓									
P	-	-	-	-	✓	-	-	-	-	-	-	-	-
Q <u>P</u>											✓		
R <u>Q</u>											✓		
S <u>R</u>												✓	
T <u>S</u>												✓	
U <u>T</u>		✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	
V <u>U</u>	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓

2. Notes to District Standards.

A.-O. [No change]

~~P.~~ The setback shall be the minimum indicated or as required by the following formula (as explained in footnote G. above), whichever is greater:

34-3.5.2.P Setbacks	
Setback Formula	Adjacent District or Use
$Y = \frac{L + 2H}{6}$	Freeway, nonresidential districts or lots which have frontage on a street system which the planning commission finds is an internal street system, that is, one that serves this district exclusively.
$Y = \frac{L + 2H}{3}$	Other public street right-of-way, multiple-family or mobile home district, existing use in a single-family residential district other than a single-family dwelling.
$Y = \frac{L + 2H}{1}$	Other one-family residential district.

~~Q~~P. The setback shall be the minimum indicated or shall be equal to the height of the building, whichever is the greater; provided, however, that setbacks abutting a street or a residential district shall be as required by Section 34-3.5.2.R.

~~R~~Q. The setback shall be the minimum indicated or as required by the following formula (as explained in Section 34-3.5.2.G.), whichever is greater; provided, however, that the setback need not exceed one hundred (100) feet:

34-3.5.2.QR Setbacks	
Setback Formula	Adjacent District or Use
$Y = \frac{.5L + 2H}{6}$	Freeway, nonresidential districts or platted zoning lots which have frontage on a street system which the planning commission finds is an internal street, that is, one that serves this district exclusively.
$Y = \frac{.5L + 2H}{3}$	Other public street right-of-way, multiple-family or mobile home district, existing use in a single-family residential district other than a single-family dwelling.
$Y = \frac{.5L + 2H}{1}$	Other one-family residential district provided, however, that the planning commission may designate use of one of the other two (2) applicable formulas where it is determined that the adjoining property is indicated on the future land use plan as an area of other than one-family residential use.

- ~~SR.~~ Off-street parking for visitors, over and above the number of spaces required under Section 34-5.2, may be permitted within the required front yard provided that such off-street parking is not located within twenty (20) feet of the front lot line and provided further that the number of such spaces does not equal more than ten (10) percent of the total number of spaces required.
- ~~FS.~~ All storage shall be located in the rear yard and shall comply with Section 34-3.14.
- ~~UT.~~ Rooftop equipment shall be screened in accordance with Section 34-5.17.
- ~~VU.~~ In any yard abutting a street or freeway, a landscaped area not less than ten (10) feet deep and abutting the street or freeway shall be provided in the setback.

Section 4 of Ordinance. Ordinance Amendment.

The Farmington Hills City Code, Chapter 34, "Zoning," Article 3.0, "Zoning Districts," Section 34-3.9, "OS-1, OS-2, OS-3 and OS-4 District Required Conditions," is hereby amended to read as follows:

Section 34-3.9 OS-1, OS-2, OS-3 and OS-4 District Required Conditions

1. In the OS-1, OS-2, and OS-3, ~~and OS-4~~ districts the following conditions apply:
 - A. Uses permitted shall require review and approval of the site plan by the planning commission.
 - B. No interior display shall be visible from the exterior of the building.
 - C. The outdoor storage of goods or materials shall be prohibited.
 - D. Warehousing or indoor storage of goods or materials, beyond that normally incidental to the permitted uses, shall be prohibited.
2. In the OS-1, OS-2, and OS-4 districts the following condition applies.
 - A. All activities, except for off-street parking or loading, shall be conducted within a completely enclosed building.
- 3.-4. [Unchanged]
5. In the OS-4 district the following conditions apply:
 - ~~A. The permitted uses of the district may be co-located within a building or upon a site.~~
 - ~~AB. Manufacturing shall not be an assembly line type and shall be limited to prototype equipment, products or materials for experimental purposes which are not generally for sale, or artisan wares. Repair work shall be limited to prototypes, or products being tested, designed, or experimentally produced, and shall not be for customer services.~~

- BC. Warehousing or storage of products may be permitted when clearly accessory to a principal use.
- D. The outdoor storage of goods or materials shall be prohibited.
- E. Where a minimum of fifteen percent (15%) of the lot is set aside for public use and developed as a park or plaza with at least one public art installation, an additional twenty (20) feet of height shall be permitted.

Section 5 of Ordinance. Ordinance Amendment.

The Farmington Hills City Code, Chapter 34, "Zoning," Article 4.0, "Use Standards," is amended to add a new Section 34-6.61, "Parking Structures," to read as follows:

Section 34-4.61 Parking Structures

Parking structures shall be permitted as an accessory use in all non-RA and non-RP districts when integrated into a larger building. Stand-alone parking structures are permitted in the OS-4 district subject to the following:

1. The exterior of the parking structure shall not be bare, functional concrete. Other durable materials, such as brick, stone, metal paneling, and glazing shall be used for the façade and shall be subject to Planning Commission approval. Art, including sculpture or murals, is permitted and encouraged.
2. Permitted commercial uses may occupy a portion of the ground floor of the parking structure.
3. The parking structure shall not front directly on 12 Mile Road.
4. The parking structure shall provide spaces to accommodate a minimum of one bicycle per each 15 vehicle parking spaces in the structure.
5. Where a parking structure serves residential uses, in whole or in part, charging infrastructure shall be for a minimum of fifteen percent (15%) of required spaces for the residential use. For the purposes of this subsection, "charging infrastructure" shall mean placing the conduit and/or wire required for the future installation of electrical lines to serve charging stations, as well as ensuring the electrical delivery capacity is sufficient to meet the energy demands of the charging stations. Charging outlets may be provided by the developer or tenant by agreement.

Section 6 of Ordinance. Ordinance Amendment.

The Farmington Hills City Code, Chapter 34, "Zoning," Article 5.0, "Site Standards," Section 34-5.2, "Off-street Parking Requirements," is amended to read as follows:

Section 34-5.2 Off-street Parking Requirements.

There shall be provided in all districts, at the time of erection or enlargement of any main building or structure, automobile off-street parking space with adequate access to all spaces. The number of off-street parking spaces in conjunction with all land or building uses shall be provided, prior to the issuance of a certificate of occupancy, as hereinafter prescribed

1. Off-street parking spaces may be located within a side or rear yard unless otherwise provided in this chapter. Off-street parking shall not be permitted within a minimum front yard setback unless otherwise provided in this chapter.
2. Off-street parking for other than residential use shall be either on the same lot or within three hundred (300) feet of the building it is intended to serve, measured from the nearest point of the building to the nearest point of the off-street parking lot. Ownership shall be shown of all lots or parcels intended for use as parking by the applicant. ~~The City recognizes that different types of uses may have different peak usage times. Therefore, two (2) or more non-residential buildings or non-residential uses may collectively provide the required off-street parking, in which case the required number of parking spaces for the uses calculated individually may be reduced for the following:~~
 - ~~A. If the property is on a single zoning lot and the applicant provides documentation of a reciprocal arrangement between businesses showing that peak operating hours of the businesses do not overlap; or~~
 - ~~B. If the property is on two or more zoning lots a signed agreement is provided by the property owners and duly recorded with the Register of Deeds, and the Planning Commission determines that the peak usage will occur at different periods of the day. A parking study prepared by a qualified professional following methodologies established by the Urban Land Institute's publication, Shared Parking, shall be required for any reduction that exceeds twenty (20) percent of the required number of spaces and may be required to justify lesser reductions at the discretion of the Planning Commission. The study that supports the proposed shared parking arrangement shall be submitted along with the site plan and is subject to concurrence by the approving body. The approving body may, as an alternative, grant a lesser reduction in overall parking than that requested by the applicant.~~
 - ~~C. For any shared parking arrangement, the Planning Commission may require the construction of pedestrian sidewalks and/or marked crossing areas to facilitate pedestrian traffic between two sites or two use areas.~~

3. Residential off-street parking spaces shall consist of a parking strip, driveway, garage or combination thereof and shall be located on the premises they are intended to serve and subject to the provisions of Section 34-5.1.
4. In the case of a change of use within a previously approved site plan or a modification to a previously approved parking area, planning department staff may review and administratively approve the following:
 - A. Changes to a previously-approved parking area may be reviewed and approved administratively provided the resulting changes meet ordinance requirements. Any area once designated as required off-street parking shall never be changed to any other use unless equal parking facilities are provided elsewhere.
 - B. Changes in tenants or land uses within may be reviewed and approved administratively by planning department staff if the resulting parking changes satisfy all the requirements of the zoning ordinance and do not otherwise warrant additional public hearings or other significant changes in the approved site plan.
5. Off-street parking used in connection with the operation of an existing building or use existing at the effective date of this chapter (February 18, 1985) shall not be reduced to an amount less than hereinafter required for a similar new building or new use.
6. The storage of merchandise, motor vehicles for sale, trucks or the repair of vehicles is prohibited.
7. For those uses not specifically mentioned, the requirements for off-street parking facilities shall be in accord with a use which is similar in type.
8. When units or measurements determining the number of required parking spaces result in the requirement of a fractional space, any fraction up to and including one-half (1/2) shall be disregarded and fractions over one-half (1/2) shall require one (1) parking space.
9. For the purpose of computing the number of parking spaces required, the definition of "usable floor area" in Section 34-2.2 shall govern.
- ~~10. For all uses except one- and two-family residential units and mobile home sites, the number of off-street parking spaces required, may be reduced provided that the following conditions are met:~~
 - ~~A. The number of off-street parking spaces required for the use or uses must be more than ten (10).~~
 - ~~B. The applicant shall submit an acceptable site plan showing that an adequate reserve of land is set aside for additional parking spaces, so that the total depicted on the plan is adequate to meet the requirements under paragraph 13. of this subsection. The plan shall indicate the reserve area laid out so that all dimensional requirements~~

~~as to spaces, aisles, and other applicable requirements of this chapter can be met. The reserve area shall not be used for water retention, for required open spaces, or as the location for replacement trees or other deciduous or evergreen trees required by this chapter. The landscape plan submitted for the site shall include a plan for the reserve area.~~

~~C. The planning commission has determined that the applicant has submitted substantial evidence showing that the parking needs of the specific occupant will be less than would be required by this chapter.~~

~~D. The property owner shall execute an agreement prepared by the city attorney requiring the construction of the additional spaces within one hundred and eighty (180) days of notification that the planning commission, at its sole discretion has determined a need exists for such spaces. The agreement shall run with the land, be binding upon successors and assigns and shall be recorded with the register of deeds.~~

~~E. A permit for change of occupancy shall not be issued until the planning department has reevaluated the need for parking by the new occupant relative to the number of spaces required by this chapter.~~

- 4410.** The minimum number of off-street parking spaces by type of use shall be determined in accordance with the following schedule; provided, however, that when a use is required by state statute to provide handicapped parking spaces, the total number of off-street parking spaces required by this chapter shall be increased by one (1) for uses requiring twenty-five (25) parking spaces or less:

34-5.2.11 Minimum Off-street Parking Spaces	
Use	Minimum number of parking spaces per unit of measure
A. Residential:	
i. Residential, one-family and two-family	Two (2) for each dwelling unit
ii. Residential, multiple-family <u>with individual garages, driveways, or parking pads</u>	Two (2) for each dwelling unit of three (3) rooms or less; two and one-half (2 1/2) for each dwelling unit of four (4) or more rooms
iii. Residential, multiple-family without <u>individual garages, driveways, or parking pads</u>	<u>1.5 spaces for each dwelling unit</u>

iii iv. Housing for the elderly	Three-quarters (0.75) of a space for each one (1) room dwelling or any dwelling without cooking facilities; one and one-quarter (1 1/4) spaces for each one (1) bedroom dwelling unit; one and one-half (1 1/2) for each dwelling unit of two (2) bedrooms or more; provided, that the site plan illustrates that the number of off-street parking spaces required for multiple-family residential use can be accommodated
iv v. Mobile home park	Two (2) for each mobile home site and one (1) for each three and one-third (3 1/3) mobile homes for visitor parking
B. Institutional:	
i. Place of worship or religious assembly such as a church, synagogue or mosque	One (1) for each three (3) fixed seats, one (1) for each six (6) feet of pews or benches and one (1) for each thirty (30) square feet of assembly floor area without fixed seats, including all areas used for worship services at any one (1) time
ii. Hospitals	Two (2) for each bed
iii. Nursery school, day nurseries or child care centers	One (1) for each employee and one (1) for each ten (10) pupils
iv. Convalescent homes	One (1) for each four (4) beds
v. Elementary and junior high schools	One (1) for each teacher, employee or administrator, in addition to the requirements of the auditorium
vi. Senior high schools	One (1) for every three (3) students or the requirements of the auditorium, whichever is greater
vii. Private clubs or lodge halls	One (1) for each eighty-five (85) square feet of usable floor area
viii. Private golf clubs, swimming pool clubs, tennis clubs or other similar uses	One (1) for each two (2) member families or individuals plus spaces required for each accessory use, such as a restaurant or bar
ix. Golf courses open to the general public, except miniature or par-3 courses	Four (4) for each one (1) golf hole and one (1) for each employee, plus spaces required for each accessory use, such as a restaurant or bar

x. Fraternity or sorority	One (1) for each five (5) permitted active members, or one (1) for each two (2) beds, whichever is greater
xi. Stadium, sports arenas or similar place of outdoor assembly	One (1) for each four (4) seats or eight (8) feet of benches
xii. Theaters and auditoriums	One (1) for each three and one-half (3 1/2) seats plus one (1) for each two (2) employees
C. Business and commercial:	
i. Retail store or service establishment except as otherwise specified herein	One (1) for each one hundred seventy-five (175) square feet of usable floor area
ii. Planned commercial or shopping center	One (1) for each one hundred fifty (150) square feet of usable floor area for the first fifteen thousand (15,000) square feet
	One (1) for each one hundred seventy-five (175) square feet for the next fifteen thousand one (15,001) to one hundred thousand (100,000) square feet of usable floor area
	One (1) for each two hundred (200) square feet for that area in excess of one hundred thousand (100,000) square feet of usable floor area
iii. Beauty parlor or barbershop	Three (3) spaces for each of the first two (2) beauty or barber chairs, and one and one-half (1 1/2) spaces for each additional chair
iv. Furniture and appliance, household equipment, repair shops, showroom of a plumber, decorator, electrician or similar trade, shoe repair and other similar uses	One (1) for each eight hundred (800) square feet of usable floor area (for that floor area used in processing, one (1) additional space shall be provided for each two (2) persons employed therein)
v. Laundromats and coin-operated dry cleaners	One (1) for each two (2) washing or dry cleaning machines
vi. Auto wash (automatic)	One (1) for each employee
vii. Auto wash (self-service or coin-operated)	One (1) for each five (5) stalls (one (1) space minimum)

viii. Motor vehicle sales and service establishments	One (1) for each one hundred (100) square feet of usable floor space of sales room or three (3) for each one (1) auto service stall in service areas, whichever is the greater
ix. Gasoline service stations	Three (3) spaces for each lubrication stall, rack, pit or similar service area and one-half (1/2) space for each gasoline pump (nozzle). No spaces are required for self-service pumps. Additional parking shall be provided for any accessory retail use as required for such use
x. Self-service gasoline stations	One (1) space plus one (1) space for each employee on the largest working shift. Additional parking shall be provided for any accessory retail use as required for such use . See Section 34-4.28.
xi. Billiard or pool hall, coin-operated amusement device arcade	One (1) space for each one hundred (100) square feet of usable floor area
xii. Bowling alleys	Four (4) for each bowling lane plus spaces required for each use, such as restaurant or bar
xiii. Dance halls, catering halls, exhibition halls or assembly halls without fixed seats	One (1) for each forty-five (45) square feet of usable floor area
xiv. Ice or roller skating rinks	One (1) for each three (3) seats or six (6) feet of benches, or one (1) for each forty-five (45) square feet of skating area, whichever is the greater
xv. Tennis facilities	Four (4) for each tennis court plus spaces required for each permitted accessory use
xvi. Miniature or par-3 golf courses	Two and one-half (2.5) for each hole
xvii. Establishments for sale and consumption on the premises of beverages, food or refreshments	One (1) for each eighty-five (85) square feet of usable floor area
xviii. Drive-in, fast-food or carryout restaurants	One (1) space for each thirty (30) square feet of usable floor area
xix. Motel, hotel or other commercial lodging establishments	One (1) for each occupancy unit plus one (1) for each employee
xx. Mortuary establishments	One (1) for each fifty-five (55) square feet of usable floor area in each assembly room

xxi. Tanning salon	One (1) for each two hundred (200) square feet of usable floor area
xxii. Auto Repair	Three (3) for each auto service stall
xxiii. Indoor Health and Fitness Studios and Instructional Dance Studios	One (1) for each one hundred twenty (120) square feet of gross leasable area
xxiv. Other Indoor Recreational Uses	Parking requirement shall be determined on the basis of one (1) space per each three (3) people at maximum permitted occupancy, as determined by the Fire Code
D. Offices:	
i. Banks	One (1) for each one hundred seventy-five (175) square feet of usable floor area
ii. Business offices or professional offices except as indicated in the following items 3--5	One (1) for each three hundred (300) <u>two hundred twenty (220)</u> square feet of usable floor area for the first fifteen thousand (15,000) square feet
	One (1) for each two hundred fifty (250) square feet of usable floor area for that area in excess of fifteen thousand (15,000) square feet of usable area
iii. Professional offices of doctors, dentists or similar profession	One (1) for each two hundred fifty (250) <u>one hundred thirty-five (135)</u> square feet of usable floor area for the first five thousand (5,000) square feet
	One (1) for each one hundred seventy-five (175) square feet for that area in excess of five thousand (5,000) square feet of usable floor area
iv. Telemarketing, call center or similar use	One (1) for each one hundred (100) square feet of usable floor area
v. Chiropractic office	One (1) for each two hundred (200) square feet of usable floor area
E. Industrial:	
i. Industrial or research establishments and related accessory offices	Three (3) plus one (1) for every one and one-half (1 1/2) employees in the largest working shift, or three (3) plus one (1) for each five hundred fifty (550) square feet of usable floor area, whichever is the greater.

ii. Warehouses and wholesale establishments and related accessory offices	Three (3) plus one (1) for every one and one-half (1 1/2) employees in the largest working shift, or three (3) plus one (1) for every one thousand three hundred (1,300) square feet of usable floor area, whichever is the greater
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~~4011.~~ Deviations from required parking: For all uses except one- and two-family residential units and mobile home sites, the number of off-street parking spaces required, may be adjusted ~~reduced~~ provided that the following conditions are met:

A. Demand-based parking adjustments.

- i. Deviations from the required parking minimum or maximum may be granted when the applicant has demonstrated through a parking study or other means deemed sufficient by the approving body that the required off-street parking is excessive or inadequate to meet the daily needs of the use. Elements to be considered included:
 - a. Number and frequency of walk-up (foot traffic) customers
 - b. Availability of shuttle service and/or transit
 - c. Seasonal nature of operations
 - d. Unique operational characteristics of the use that impact daily traffic.
- ii. In circumstances where the most recently published Institute of Transportation Engineers' Parking Generation Manual or urban Land Institute Shared Parking Guide recommends a lower quantity of parking than that required in this ordinance, the minimum parking requirement may be adjusted accordingly.

B. Mitigation: Reductions from the required parking minimum may be granted in accordance with the following mitigation measures:

- i. Property Falling Within the GR-1 Grand River Corridor Overlay District. Recognizing the transportation alternatives available in the Grand River District and the limitations of the land, the required parking minimum shall be reduced by 50% for all uses located in this overlay.
- ii. Car-Sharing or Carpool Spaces. Parking spaces reserved and signed for hourly car rental/car-sharing services or as carpool-only spaces may be counted as two regular parking spaces. Car-sharing or carpool spaces may be proposed for a single lot in accordance with the following schedule:

<u>Number of required spaces</u>	<u>Maximum number of car-sharing or carpool spaces</u>
<u>1-10</u>	<u>0</u>
<u>11-25</u>	<u>2</u>
<u>26-100</u>	<u>4</u>
<u>101-250</u>	<u>12</u>

- iii. Bicycle Parking. The minimum parking standard may be reduced by one parking space for every four non-required bicycle parking spaces. This reduction may be increased to one parking space for every three non-required bicycle parking spaces when spaces are covered by a roof or awning.
- iv. Walkable Amenities. If the site is proximal to a multi-use trail, the applicant may present support for a requested reduction, and the Planning Commission may approve the reduction if it finds the request to be sufficient justified.

C. Reserve Parking. Reductions from the required parking minimum may be granted when adequate reserve area is provided for future parking, provided that the following conditions are met:

- Ai. The number of off-street parking spaces required for the use or uses must be more than ten (10).
- Bii. The applicant shall submit an acceptable site plan showing that an adequate reserve of land is set aside for additional parking spaces, so that the total depicted on the plan is adequate to meet the requirements under paragraph 13. of this subsection. The plan shall indicate the reserve area laid out so that all dimensional requirements as to spaces, aisles, and other applicable requirements of this chapter can be met. The reserve area shall not be used for water retention, for required open spaces, or as the location for replacement trees or other deciduous or evergreen trees required by this chapter. The landscape plan submitted for the site shall include a plan for the reserve area.
- Ciii. The planning commission has determined that the applicant has submitted substantial evidence showing that the parking needs of the specific occupant will be less than would be required by this chapter.
- Div. The property owner shall execute an agreement prepared by the city attorney requiring the construction of the additional spaces within one hundred and eighty (180) days of notification that the planning commission, at its sole discretion has determined a need exists for such spaces. The agreement shall run with the land, be binding upon successors and assigns and shall be recorded with the register of deeds.
- Ey. A permit for change of occupancy shall not be issued until the planning department has reevaluated the need for parking by the new occupant relative to the number of spaces required by this chapter.

D. Shared Parking. Reductions from the required parking minimum may be granted when there is a collective parking arrangement. The City recognizes that different types of uses may have different peak usage times. Therefore, two (2) or more non-residential buildings or non-residential principal uses may collectively provide the required off-street parking, in which case the required number of parking spaces for the uses calculated individually may be reduced for the following:

- i. If the property is on a single zoning lot and the applicant provides documentation of a reciprocal arrangement between businesses showing that peak operating hours of the businesses do not overlap; or
- ii. If the property is on two or more zoning lots a signed agreement is provided by the property owners and duly recorded with the Register of Deeds, and the Planning Commission determines that the peak usage will occur at different periods of the day. A parking study prepared by a qualified professional following methodologies established by the Urban Land Institute's publication, Shared Parking, shall be required for any reduction that exceeds twenty (20) percent of the required number of spaces and may be required to justify lesser reductions at the discretion of the Planning Commission. The study that supports the proposed shared parking arrangement shall be submitted along with the site plan and is subject to concurrence approval by the approving body. The approving body may, as an alternative, grant a lesser reduction in overall parking than that requested by the applicant.
- iii. For any shared parking arrangement, the Planning Commission may require the construction of pedestrian sidewalks and/or marked crossing areas to facilitate pedestrian traffic between two sites or two use areas.

12.-13. [No change]

14. Bicycle Parking.

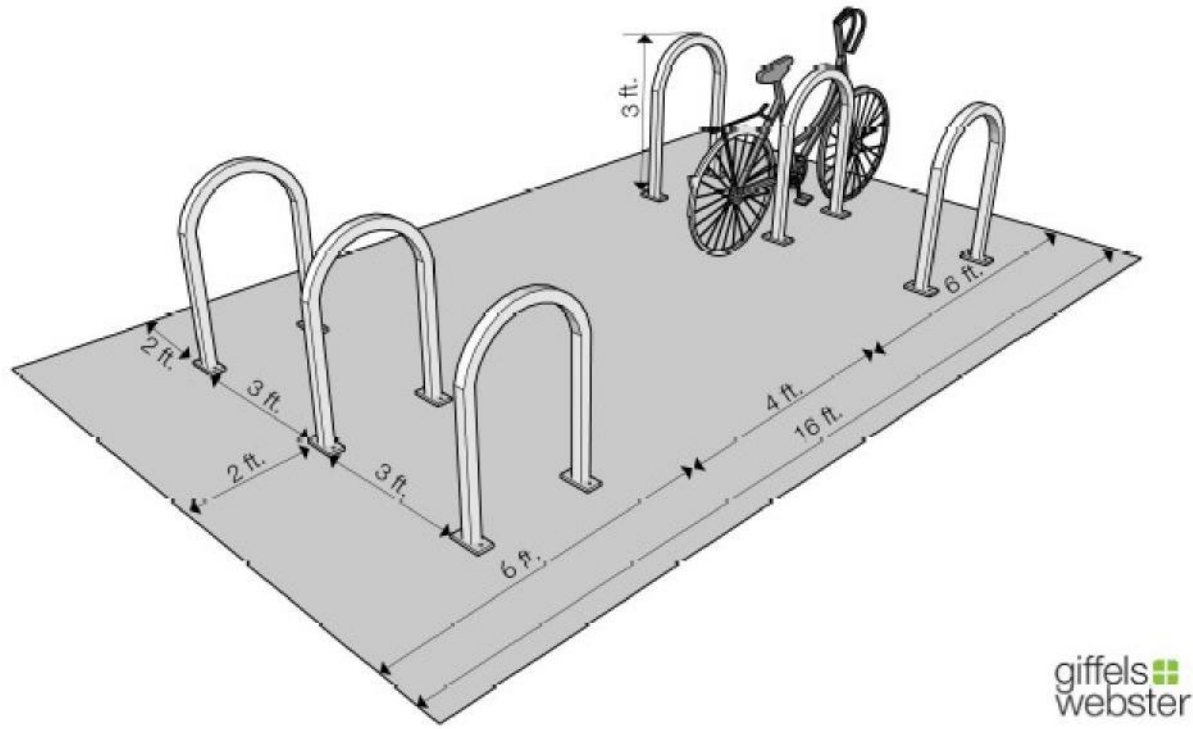
A. Intent. As the City works to create a well-connected community, expand its pathway system, and provide more opportunities for non-motorized transportation, it is important that new development accommodates bicyclists.

B. Bicycle parking facilities general requirements. At the time of erection of any new principal building or new parking lot, the enlargement of any principal building by ten percent (10%) or more of the existing gross floor area, or the enlargement of any automobile parking lot by ten percent (10%) or more of the number of existing parking spaces, a bicycle parking facility shall be required in accordance with the following requirements:

- i. Provide a minimum of two (2) bicycle parking spaces. Auto wash uses and single-family and two-family uses are exempt from this requirement. A use that requires bicycle parking and has more than forty (40) off-street vehicle parking spaces, shall provide one (1) additional bicycle parking space for each twenty (20) vehicle parking spaces.

- ii. Off-street bicycle parking facilities may be located in any yard subject to meeting the parking setback requirements of this ordinance. Site plan approval may allow bicycle parking facilities in the required front yard parking setback when the location is between a public bicycle route and the principal building.
- iii. Bicycle parking facilities shall be located on the parcel that the bicycle parking serves.
- iv. Bicycle parking spaces may be located indoors or covered with a freestanding canopy or shelter, or a shelter attached to a building.
- v. Bicycle parking facilities located outdoors shall be clearly visible and easily accessible to people approaching the primary entrance to the use providing the bicycle parking.
- vi. Minimum required bicycle parking spaces shall not be replaced by any other use unless and until equal facilities are provided elsewhere.
- vii. Bicycle parking facility layout, location, and design standards. Bicycle parking area(s) shall be laid out, constructed, and maintained in accordance with the following standards and regulations:
 - i. Bicycle parking spaces shall be paved and adjacent to a bicycle rack of the inverted “U” design or a similar design approved by the approving body, that is solid, cannot be easily removed with common tools, provides at least two (2) contact points for a bicycle, is at least three (3) feet in height, and permits the locking of a bicycle through the frame and one (1) wheel with a standard U-Lock or cable in an upright position. The rack shall be securely anchored in concrete or asphalt. Alternative installations and designs may be considered if the proposed rack design functions similar to the inverted “U” design.
 - ii. The minimum layout standards are shown in Figure 5.2.14.B.ii Minimum Layout Standards for Bicycle Parking Facilities below.

Figure 5.2.14.B.ii Minimum Layout Standards for Bicycle Parking Facilities



- iii. Bicycle parking facilities shall be accessible from adjacent street(s) and pathway(s) via a paved route that has a minimum width of six (6) feet.
- iv. Bicycle parking facilities shall be separated from automobile parking spaces and access aisles by a raised curb, landscape area, sidewalk, or other method that complies with all City ordinances when located in or near off-street parking areas.

Section 7 of Ordinance. Repealer.

All ordinances, parts of ordinances, or sections of the City Code in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect, and the Farmington Hills Ordinance Code shall remain in full force and effect, amended only as specified above.

Section 8 of Ordinance. Savings.

The amendments of the Farmington Hills Code of Ordinances set forth in this ordinance do not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendments of the Farmington Hills Code of Ordinances set forth in this ordinance.

Section 9 of Ordinance. Severability.

If any section, clause or provision of this ordinance shall be declared to be unconstitutional, void, illegal or ineffective by any court of competent jurisdiction, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated, and such section, clause or provision declared to be unconstitutional, void or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this ordinance shall stand and be in full force and effect.

Section 10 of Ordinance. Effective Date.

The provisions of this ordinance are ordered to take effect twenty-one (21) days after enactment.

Section 11 of Ordinance. Date and Publication.

This ordinance is declared to have been enacted by the City Council of the City of Farmington Hills at a meeting called and held on the ____ day of _____, 2025, and ordered to be given publication in the manner prescribed by law.

Ayes:

Nays:

Abstentions:

Absent:

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

I, the undersigned, the qualified and acting City Clerk of the City of Farmington Hills, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Council of the City of Farmington Hills at a meeting held on the ____ day of _____, 2025, the original of which is on file in my office.

CARLY LINDAHL, City Clerk
City of Farmington Hills

**CITY OF FARMINGTON HILLS
PLANNING COMMISSION SPECIAL MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
JANUARY 16, 2025, 6:00 P.M.**

CALL MEETING TO ORDER

The Planning Commission Special Meeting was called to order by Chair Trafelet at 6:05 p.m.

ROLL CALL

Commissioners present: Aspinall, Brickner, Countegan, Grant, Mantey, Varga, Stimson, Trafelet, Varga (arr. 6:11pm), Ware (arr. 6:13pm)

Commissioners Absent: None

Others Present: City Planner Perdonik, Staff Planner Canty, Planning Consultants Tangari and Upfal (Giffels Webster), City Attorney Schultz, Economic Development Director Brockway

Economic Development Director Brockway called the Commission's attention to the launch and purpose of the online Community Survey examining 12 Mile and Orchard Lake Corridors. The City is seeking feedback from community members, business and property owners, and visitors, regarding their experience in these business corridors. The survey, part of the market study aimed at boosting the City's economic growth, is available on the City's website. Director Brockway encouraged everyone to take the survey and also to encourage everyone within their circle of influence to participate. When complete, the survey and the market study will help inform the City relative to zoning changes on the corridors.

Chair Trafelet reported that he had been attending Economic Development Corporation meetings where Director Brockway reports on economic development in the City, and he passed around Director Brockway's latest report on her activities.

APPROVAL OF THE AGENDA

MOTION by Grant, support by Stimson, to approve the agenda as published.

Motion passed unanimously by voice vote.

SPECIAL MEETING

A. ZONING TEXT AMENDMENT 4, 2024

CHAPTER OF CODE: 34, Zoning Ordinance

PROPOSED AMENDMENT: Amend Zoning Ordinance to revise definition of restaurant, drive-in; add definition of commercial outdoor recreation space; and delete reference to automobile service center and replace with automobile repair

ACTION REQUESTED: Set for public hearing

SECTIONS: 34-2.2 and 34-3.1.24

City Planner Perdonik and City Attorney Schultz provided an overview of the proposed text amendment, which will strengthen and clarify definitions related to recent zoning ordinance changes. The amendment ensures consistency in applying regulations and avoids disputes over terminology:

- **Definition of Commercial Outdoor Recreation Space:** Previously undefined, despite being listed as a permitted use in certain districts. The amendment aligns it with the existing definition for indoor recreation spaces.
- **Terminology Update – Drive-in vs. Drive-through Restaurant:** The ordinance has historically used the term “drive-in restaurant,” which is outdated. The amendment replaces it with “drive-through restaurant”.
- **Standardizing Automobile Repair Terminology:**
 - The phrase “automobile service center” was previously used but never defined.
 - The amendment eliminates this term and replaces it with the defined term “automobile repair”.
 - This change also removes the outdated reference to auto repair shops being permitted in B-3 districts, which is no longer applicable.

The amendment will be scheduled for a public hearing.

B. DISCUSS DRAFT ZONING TEXT AMENDMENT 3, 2024, TO REVISE VARIOUS OS-4 DISTRICT AND PARKING PROVISIONS

City Planner Perdonik explained that the proposed zoning text amendment is a high-priority initiative identified by both City Council and the Planning Commission. The amendment primarily affects the 12 Mile corridor, which is largely zoned OS-4, with some minor variations within PUDs. This allows the Commission to recommend changes to the OS-4 district that would primarily apply only to this corridor. The goal is to facilitate restaurant and entertainment growth, office-to-residential conversions, and increased density by modifying existing zoning regulations.

- The amendment allows for greater flexibility in land use, enabling new developments to better align with the city’s long-term planning goals.
- It seeks to optimize underutilized parking areas, increase height and density in certain areas, and support a mix of uses to encourage development.

City Planner Perdonik and Planning Consultants Tangari and Upfal led the following discussion.

DRAFT OS-4 Amendments

- The text amendment allowed greater building heights near I-696.
 - Properties south of 12 Mile are generally over 1,000 feet deep, with varying topography.
 - The amendment proposes allowing increased building height for developments near the freeway where the ground elevation is below 850 feet, as shown in the provided maps.
- New Definitions Introduced
 - **Artisan Manufacturing:** Small-scale businesses producing artisan goods or specialty foods for direct consumer sales (e.g., leather, glass, wood, textiles, ceramics).

The Planning Commission discussed adding stone and metal production, with clarification that blacksmithing and similar small-scale metalwork would be included, but heavy manufacturing would not.

- **Live-Work Units:** Mixed-use spaces allowing residents to live above their business, supporting artisan manufacturing, retail, personal services, childcare, and office use.
- Revised Intent of OS-4 Office Research District
 - The amendment expands the district's purpose beyond office buildings, incorporating mixed-use developments with residential and commercial components.
 - The amended ordinance encourages walkability, public spaces, and public art to enhance the district's appeal and support the tax base.
- Permitted Uses Expanded
 - The amendment allows attached single-family and multi-family residential uses, including office-to-residential conversions to adapt to market demand.
 - The amendment includes live-work units, along with select commercial uses from the B districts.
 - Hours of manufacturing operations and stand-alone parking structures were also included as considerations.
 - The terminology regarding office use such as "stenography office" and "clerical services" is outdated. A broader definition of "professional office" was proposed to encompass various modern business activities, such as podcast studios and creative workspaces.
 - Banks, credit unions, and savings & loans with drive-throughs would be permitted as a special land use. A financial institution located within a "professional office" space without a drive-through would be permitted as a matter of right.
- Reduced setbacks aim to bring buildings closer to the street, improving urban design and pedestrian accessibility:
 - 12 Mile setback reduced from 50 feet to 30 feet.
 - Thoroughfare setbacks reduced to 15 feet.
 - Local street setbacks set at 0 to 10 feet, encouraging street-facing storefronts.
- Building height adjustments included:
 - Base height increased from 50 to 65 feet.
 - Additional height allowances in key areas:
 - 80 feet permitted within 400 feet of I-696 and for properties where the ground elevation is below 850 feet.
 - 20' height bonuses (up to a maximum of 100 feet) available if developers dedicate 15% of the lot to public space, such as a park or plaza.

Discussion:

Discussion focused on how these changes might impact residential neighborhoods. While developers and investors are actively seeking opportunities for increased height and density to make projects financially viable, there is a balance between increased density and maintaining a community-friendly atmosphere. While 100-foot buildings could attract large-scale investments, some commissioners questioned whether such heights were necessary to achieve successful mixed-use development. Current zoning allows for 100-foot buildings near I-275, and no developments have taken advantage of this. However, allowing for 100-foot buildings allows for future opportunity.

Regarding architectural standards and materials

The concern was raised that developers sometimes showed renderings with high quality materials, but when the development was finished, those high quality materials had given way to cheaper materials, particularly in multi-family projects. It was also important to maintain high architectural standards for

parking structures, which are often visually unappealing. Electric vehicle requirements should be incorporated into parking structure standards to accommodate future demand.

City Planner Perdonik said that a text amendment addressing architectural standards will be brought to the Planning Commission soon.

Other considerations

- While bus stops fall under SMART's jurisdiction, the City should incorporate discussion of bus stop infrastructure into planning efforts.
- Commissioners discussed the role of public art in planning efforts.
- One bicycle space per 15 parking spots in large parking structures seemed excessive.

DRAFT Parking Standard Amendments

The proposed amendments to the parking ordinance addressed four key areas:

1. Reducing parking requirements for multifamily and office uses to better reflect actual demand and simplify enforcement:
 - The proposal removes tiered parking requirements for medical and professional offices in favor of a single standard of one space per 300 square feet.
 - Chiropractic offices would no longer be categorized separately from medical offices.
 - Multifamily parking requirements would shift from a bedroom-based calculation to a dwelling unit per acre standard, aligning with industry norms.
 - New standards differentiate between units with and without garages, setting requirements at two spaces per unit with a garage and 1.5 spaces per unit without an individual garage or driveway.
2. Establishing parking maximums to prevent excessive parking areas and encourage better site utilization.
 - The proposal caps parking at 120 percent of the minimum requirement, with any excess requiring Planning Commission approval based on documented demand.
 - Excess parking approvals would be handled through site plan review rather than a special approval process.
3. Providing flexibility in parking regulations to accommodate unique site conditions and administrative approvals where appropriate.
 - The amendment introduces flexibility for parking reductions based on site conditions and documented need.
 - Shared parking provisions and deferred parking, or land banked parking, remain available options but still require designated land to remain undeveloped for potential future parking. Deferred parking can limit development opportunities, as property owners must leave space available indefinitely.
 - A new "Deviations from Required Parking" section introduces demand-based, proximity-based, and shared parking adjustments.
 - **Demand-based parking adjustments** – Applicants can demonstrate lower parking needs through a study, referencing the Institute of Transportation Engineers (ITE) parking manual, the ULI Shared Parking Guide, or independent research. Considerations include foot traffic, transit availability, and unique operational needs.
 - **Proximity-based reductions** – Applicants can demonstrate that their property is located in the GR-1 District (automatic reduction of 50%), near car-sharing or carpool spaces, bicycle

parking, or is close to a multi-use trail (is walkable). Commissioner Mantey suggested explicitly recognizing proximity to institutions like OCC and Michigan School of Psychology as a basis for parking reductions.

- **Cross-jurisdictional parking agreements** – Commissioners debated whether parking spaces outside Farmington Hills could be counted toward requirements. City Attorney Schultz indicated that voluntary agreements between property owners could provide a solution, though cross-jurisdictional requirements would need legal review.

4. **Bicycle Parking Standards and Incentives**

- Developments providing additional bicycle parking beyond the minimum requirement would be eligible for parking reductions.
- A standard reduction allows one vehicle parking space for every four additional non-required bicycle spaces, with a greater reduction for covered bicycle parking.
- Commissioner Mantey supported incorporating artistic bicycle racks into the standards and ensuring flexibility in design. Planning Consultant Upfal clarified that the ordinance allows for alternative bicycle rack designs as long as they meet the functional requirements of an inverted U-rack.

Discussion

There will be increasing need for covered parking in multifamily developments due to EV use. New multifamily projects could be required to install conduit for future EV charging, ensuring readiness without requiring immediate installation. The City already follows this practice at some municipal sites.

Next Steps

- City Planner Perdonik stated that the next step involves making revisions based on the study session discussion and bringing the text amendment back in ordinance form.
- Commissioner Countegan questioned how much revision should occur before sending the proposal to a public hearing. He suggested that rather than refining the language extensively among the Commission, it would be more efficient to receive public feedback earlier in the process.
- City Attorney Schultz explained that typically, the proposed changes would return for one more meeting before being formatted as an ordinance for a public hearing.
- Economic Development Director Brockway noted that responses from the market study survey could provide additional insights into how the public might react to the proposed changes.

Commissioners generally agreed that the main policy changes—introducing mixed-use development in the 12 Mile corridor, reducing parking requirements, and allowing greater building height—were clear. Commissioner Countegan stressed that specific details, such as a proposed 100-foot height limit, should be reviewed with public input as soon as possible.

PUBLIC COMMENT

None

COMMISSIONER/STAFF COMMENTS

None

ADJOURNMENT

MOTION by Ware, support by Stimson, to adjourn the meeting.

Motion passed by voice vote.

The meeting was adjourned at 7:57pm

Respectfully submitted,
Kristen Aspinall,
Planning Commission Secretary

/cem

**CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
MARCH 20, 2025, 7:30 P.M.**

CALL MEETING TO ORDER

The Planning Commission Regular Meeting was called to order by Chair Trafelet at 7:30 p.m.

ROLL CALL

Commissioners present: Aspinall, Brickner, Countegan, Grant, Mantey, Varga, Stimson, Trafelet, Ware

Commissioners Absent: None

Others Present: City Planner Perdonik, Planning Consultant Tangari (Giffels Webster), City Attorney Schultz

APPROVAL OF THE AGENDA

**MOTION by Brickner, support by Varga, to approve the agenda as published.
Motion passed unanimously by voice vote.**

PUBLIC HEARING

A. SPECIAL APPROVAL 51-2-2025

LOCATION: 29150 Farmington Road
PARCEL I.D.: 22-23-10-101-002
PROPOSAL: Temporary staging area for construction equipment and material within RA-2 One Family Residential District

ACTION REQUESTED: Special approval
APPLICANT: Bidigare Contractors/Jordon Bidigare
OWNER: Cedar of Farmington Road, LLC

Applicant Presentation

Paul D’Orazio, Bidigare Contractors, was present on behalf of this request for special approval for a temporary staging area for construction equipment and material at 29150 Farmington Road. Bidigare Contractors will be replacing the water main in the Kendallwood subdivision, and the staging area will be used for piles of sand, water main fittings, and excavated dirt. The temporary staging area would be used for a couple of months.

Chair Trafelet noted that a resident had submitted pictures of dust blowing through the bushes from the site; this would have to be addressed.

Consultant Comments

Referencing the February 26, 2025 Giffels Webster memorandum, Planning Consultant Tangari highlighted the following information:

- As stated, the applicant was proposing a temporary construction area for water main replacement in Kendallwood Subdivisions #2 and #4 which were immediately south of the proposed site.
- The staging area would operate for up to seven months, although the construction itself is expected to take three to four months, with the remaining time for restoration activities.
- The proposed 3.73 acre site was in the RA-2, one family residential district, and was surrounded by other RA zoning.
- The application showed general areas, but did not show how far things would be set back or a parking area.
- The site circulation will use an existing driveway, and no new lighting or landscaping changes are proposed.
- Specific information requested by staff included:
 - Equipment types and storage plans
 - Anticipated employee count
 - Operational hours and days
 - Confirmation of minimal landscaping impact
- Temporary construction staging uses were permitted as a special land use under Section 4.20.4.C.

Applicant response

Mr. D’Orazio provided the following clarifications:

- The anticipated employee count was 12-15. Most employee activity would be on the work site itself. Employee activity in the staging area would be limited to dumping and picking up material, and only one operator will be present in the area to move materials as needed.
- Most construction equipment will remain within the work zone and not return to the staging area overnight.
- The hours of operation would be 7:00am-7:00pm, Monday through Saturday, with Saturday work likely ending earlier.
- The proposed site was adjacent to the construction area and no other sites were being considered.
- The applicant will use silt fencing and water trucks to control the dust.
- The site will be used to store dirt, piping, and equipment, but no heavy daily traffic or workforce activity would take place at the yard.
- Pipe installation should take 3–4 months, followed by lawn restoration and other finishing work.
- Short, temporary water shutoffs will occur when services are switched to the new main. The new pipe will be tested before being put into service.

Planning Commission Discussion

In response to further questions, Mr. D’Orazio provided the following:

- The proposed staging area was the most convenient staging area possible.
- The water main size is 8 inches in diameter.
- Regarding dust control, silt fencing will be installed along the Minnow Pond Drain and water trucks will be used for dust suppression.

Public Hearing

Chair Trafelet opened the meeting to public comment.

Dan Harmon, Kendallwood Drive, expressed concern about early morning noise from diesel engines and requested that work start no earlier than 8am. He recalled a prior construction company's staging use on the same property that caused early morning disturbances.

Chair Trafelet acknowledged the concern but explained that early starts are common with construction. He encouraged residents to call Public Works if the contractor starts before the approved 7am start time.

As no other public indicated they wished to speak, Chair Trafelet closed the public hearing and brought the matter back to the Planning Commission for discussion and/or a motion.

MOTION by Brickner, support by Countegan, that Special Approval 51-2-2025, dated February 11, 2025, submitted by Bidigare Contractors/Jordon Bidigare, BE APPROVED, subject to all applicable provisions of the Zoning Chapter, for the following reasons:

- 1. The use would not be injurious to the district and environs;**
- 2. The effects of the use would not be contrary to the spirit and intent of the Zoning Chapter;**
- 3. The use would be compatible with existing uses in the area;**
- 4. The use will not interfere with orderly development of the area; and**
- 5. The use will not be detrimental to the safety or convenience of vehicular or pedestrian traffic.**
- 6. Bidigare Contractors will adhere to the 7:00am – 7:00pm hours of operation as stated.**

Motion passed unanimously by voice vote.

B. ONE-FAMILY CLUSTER OPTION QUALIFICATION 1, 2025

LOCATION:	28000 Nine Mile Road
PARCEL I.D.:	22-23-25-401-001
PROPOSAL:	Qualification of one (1) parcel for construction of site-built, one-family attached dwelling units within RA-1 One Family Residential District
ACTION REQUESTED:	Qualification of One-Family Cluster Option
APPLICANT:	Eureka Building Co.
OWNER:	Lutheran Child and Family Service of Michigan, Inc.

Applicant Presentation

Renis Nushaj, Wellspring Lutheran, was present on behalf of this request for qualification of the one-family cluster option. Jim Butler, PEA Group, 1849 Pond Run, Auburn Hills, was also present. This proposal represents an opportunity to use a unique site in alignment with Wellspring's mission, which focuses on services for seniors.

Mr. Butler made the following points:

- The subject parcel was approximately 79 acres. The applicant proposed developing approximately 16 acres of parcel frontage along Nine Mile Rd.

- The proposal consisted of 13 single-story, four-unit buildings. These would be sited on the top of a hill to avoid impacting existing slopes and natural features. The site contains significant topography, large tree stands, wetlands, and floodplain areas.
- Access to the site would be via the existing driveway on Nine Mile Road.

Commissioner Mantey identified the site as difficult to develop. He noted that the current proposal was located south of the river and asked what the long-term plan was for the northern area, which if developed would need a new bridge across the river.

Mr. Nushaj said that there was currently no plan to develop the area north of the river. The existing bridge would remain. Existing buildings on the northern part of the site are planned for demolition. Current occupants will be relocated to a facility in another city prior to construction. The pool will also be removed.

City Attorney Schultz pointed out that the preservation of green space would be discussed after the option was qualified for the Cluster Option.

Consultant Comments

Referencing the February 26, 2025 Giffels Webster memorandum, Planning Consultant Tangari highlighted the following information:

- The total parcel was approximately 79 acres and was crossed by a branch of the Rouge River.
- The parcel was primarily surrounded by RA-1 zoning, with some single family RA-4 zoning to the south.
- The site was accessed from Nine Mile Rd, with no alternative means of access.
- As noted in the review memorandum, the qualification for the cluster option was based on two findings by the Planning Commission, and final density was dependent on whether the site qualified under both findings. Density calculations were based on the entire site.
 1. A density of 1.8 units per acre would be permitted with qualification under the first standard.
 2. Under the second standard, the Planning Commission could permit an increase in density up to 3.1 units per acre if the parcel was located in a transition area, impacted by non-residential uses or traffic, or other similar conditions. However, the proposed density of 0.67 units per acre is well below the 1.8 units per acre permitted under a basic cluster qualification and would not require qualification under the optional transition area provision.
- The Planning Commission had to find that one of the conditions listed in the ordinance under Section 34-3.17.2.B.i-viii. existed in order to qualify the project under the cluster option. The site meets qualifying standards under:
 - Standard #6: Presence of floodplain and poor soils.
 - Standard #8: Significant natural assets including tree stands, wetlands, and topography.
- Preliminary qualification was not a guarantee of approval of the final cluster site plan.
- The plan showed 13 four-unit buildings which represented 0.67 units per acre over the full site.
- The conceptual site plan shows:
 - Two points of access from Nine Mile Road.

- A preserved bridge crossing the Rouge River.
- Avoidance of most wetlands, with limited culverting of Wetland C and some encroachment near the southeast corner.
- Designation of two common areas, but no pedestrian walkways or sidewalks.
- A full review of the cluster site plan would occur at the next stage of approval.
- An updated tree inventory would be required.

Compliance with the Master Plan

- The Master Plan designated the site for Flex Residential and identifies it as the Boys and Girls Republic Special Residential Planning Area, with low to medium density to the northeast and west, and medium density to the south. Recommendations include:
 - Future developments be concentrated in previously cleared portions of the site.
 - Preserving woodland along the perimeter.
- Consider neighbor access to outdoor recreation, park space, or shared open space.
- The northern portion of the site is useable but developing it will be challenging.
- Additional height might be permissible near the center of the site if existing woodland was preserved at the site's perimeter.
- There was potential for some land to be used as a park.

Clarifying questions and discussion from the Commission

Commissioners raised questions regarding how the proposed density is being calculated and whether the full 79-acre parcel or just the southern 16.8 acres (south of the Rouge River) should be used as the basis for that determination.

- Commissioner Stimson questioned whether evaluating density based on the full parcel might restrict future development options on the northern portion of the site.
- Planning Consultant Tangari confirmed that the density calculation presented is based on the entire 79-acre site. If the Commission approves the cluster qualification under Option A (1.8 units/acre), the proposed 52-unit development would consume a portion of the total allowable density, limiting what could be done on the northern half in the future.
- Using only the southern 18 acres for density calculation would result in approximately 2.3 units per acre—within the parameters of Option B (up to 3.1 units per acre), if granted. However, the subject site was one entire parcel, and there was no request to use only a portion of it in the calculations.
- Planning Consultant Tangari confirmed that the northern part is technically usable, but development would be costly and complicated due to topography and access challenges.
- City Attorney Schultz emphasized that the Commission is not determining final approval but simply considering whether the parcel qualifies for the cluster option. Further density and site planning issues will be addressed at later stages of review.
- Commissioner Countegan raised concerns that approving a certain density now might unintentionally allocate density intended for future development, making the current proposal a de facto site plan approval. He suggested the Commission consider whether the parcel should be evaluated as two separate areas for planning purposes.
- Commissioner Mantey reviewed the two ordinance criteria highlighted in staff's recommendation for qualification:
Standard #6: The parcel contains a floodplain or poor soil conditions that make a substantial portion of the property unbuildable.

Standard #8: The parcel contains natural assets such as significant tree stands, wildlife habitat, or topography worth preserving.

Commissioner Mantey expressed concern that the applicant had not provided the necessary data to substantiate Standard #6, particularly the percentage of land considered unbuildable. He recommended that unless the applicant can provide that information, the Commission should rely only on Standard #8 as justification for qualification.

Mr. Butler acknowledged he did not have exact figures on unbuildable land but reiterated that the ordinance language uses “or” rather than “and,” suggesting that presence of a floodplain alone may qualify a site under Standard #6. Commissioner Mantey disagreed, stating that simply having a floodplain on a site should not automatically trigger qualification.

Commissioner Stimson asked whether the applicant had consulted with EGLE (Michigan Department of Environment, Great Lakes, and Energy) regarding wetland permitting. Mr. Butler responded that their office confirmed the delineation of wetlands and floodplain boundaries and that EGLE would likely be involved in connection with a small portion of a detention basin and stormwater discharges, but no major intrusion into wetlands is planned.

Public Comment

Chair Trafelet opened the meeting to public comment.

Kerie Cook, speaking on behalf of Elizabeth Cook, Glencreek Drive, expressed concern about the potential impact of the proposed development on the neighborhood’s community well system. She emphasized the need for adequate landscape/tree buffers between any new development and their residential neighbors. Ms. Cook urged the Planning Commission to require proper separation and to avoid overcrowding units. She asked the Planning Commission to consider how approval on the southern portion of the site would affect development on the northern portion of the site.

Ray Matsen, Watt Dr, said he lived 25’ from the property line of this site. He was raised near the site and knew the Boys Republic dumped garbage on the site for many years. He added that the northern portion of the site was heavily wooded and should remain a natural forest or a park.

Gina Doty, Nine Mile Rd, raised concerns about increased traffic on Nine Mile Road and concerns about preserving the area’s natural environment and wildlife. She requested clarification on whether the proposed cluster homes would serve individual families, senior citizens, or both, and inquired about the future of the current residential use on the property.

Derek Gasco, Nine Mile Rd, echoed concerns about traffic and wildlife. He suggested the applicant develop the northern portion of the site instead of the southern portion.

Darrell Youngquest, Spring Valley Drive, expressed concern primarily about potential future development north of the Rouge River. He echoed concerns about traffic and raised additional

concerns about the detention pond and groundwater drainage. He opposed any proposed access from the development into the Spring Valley neighborhood and requested additional screening with dense evergreen plantings to improve visual privacy. He also expressed concern about the long-term impact of site-wide density calculations, particularly if taller, multi-story buildings are proposed in future phases.

Douglas Smith, Watt Drive, asked that the Planning Commission consider incorporating natural barriers such as trees and shrubbery to buffer nearby residences, noting that the river alone does not provide sufficient separation from potential construction impacts. He also raised concerns about the proximity of development to a significant ravine adjacent to the river and encouraged the Commission to ensure generous spacing between the development and the ravine to minimize disruption to neighboring properties.

John Pruitt, Nine Mile Rd, echoed concerns raised by other commenters and raised additional concerns about infrastructure installation, asking how the river would be protected during and after construction.

As no other public indicated they wished to speak, Chair Trafelet closed the public hearing and brought the matter back to the Planning Commission for discussion and/or a motion.

DISCUSSION AND MOTION

In response to question from Commissioner Mantey, City Attorney Schultz clarified that the purpose of the current action is to determine whether the site qualifies under the cluster option ordinance, specifically under Standard #8 (presence of significant natural features). While applicants are required to submit a conceptual plan, the Commission is not evaluating or approving any site plan at this stage. Issues such as detailed engineering, conservation easements, and public open space commitments will be addressed during the formal site plan review process. Attorney Schultz also emphasized that the decision on enhanced density is a separate action and should not be conflated with the qualification determination.

In response to questions from Commissioner Ware, Mr. Nushaj explained that the property has remained in continuous use since 1893 and is currently active. A detailed analysis of land use would be presented at the next stage. Current plans focus on development south of the Rouge River, and any future development on the north would be limited by the total allowable density under the ordinance. Mr. Nushaj further noted that much of the northern portion is expected to remain undeveloped due to natural constraints like wetlands, river corridors, and dense tree cover.

In response to a question from Commissioner Brickner, Mr. Nushaj confirmed that both city water and sewer service are operational and already support the residents currently living on the property.

Commissioner Brickner also clarified that the property is zoned RA-1, which permits residential development at approximately two units per acre. Planning Consultant Tangari confirmed this, adding that adjacent areas to the south are zoned RA-4, which allows up to five units per acre.

In response to questions from Commissioner Grant, City Attorney Schultz said that EGLE review will be part of a future stage; current qualification does not require their input.

Commissioner Mantey clarified that the criteria for undevelopable land relate to the floodway as defined by the U.S. Army Corps of Engineers, while soil conditions would require geological assessment. Wetlands alone do not necessarily make land unbuildable under the ordinance.

Commissioner Countegan asked City Attorney Schultz whether the Commission was required to make a decision on the density level at this meeting or simply determine qualification for the cluster option. City Attorney Schultz clarified that the Planning Commission's initial action is only to determine whether the site qualifies for the cluster option under the ordinance, allowing for a base density of 1.8 units per acre. A separate finding would be required to approve enhanced density of up to 3.1 units per acre, and that determination could be deferred to a future review. Applicants retain the ability to request increased density during the formal site plan process, even if the Planning Commission does not make that finding at this stage.

Commissioner Countegan expressed interest in understanding the future development potential of the entire parcel, particularly the northern portion, and how density might be distributed between the northern and southern sections. He supported the qualification overall but stated that a more comprehensive view of the site would help the Commission address both public concerns and planning consistency.

Chair Trafelet acknowledged that numerous written communications from the public were received and are part of the official record.

After discussion and amendment, the following motion was offered.

MOTION by Brickner, support by Mantey, to make a preliminary determination that One-Family Cluster Option 1, 2025, dated February 7, 2025, submitted by Eureka Building Co., meets the following qualification standard as set forth in Section 34-3.17.2.B. of the Zoning Ordinance, subsection viii, permitting a maximum density of 1.8 units per acre, and that it be made clear to the applicant that final granting of the One-Family Cluster Option is dependent upon a site plan to be approved by the City Council following review and recommendation by the Planning Commission.

Roll call vote:

Aspinall	yes
Brickner	yes
Countegan	yes
Grant	yes
Mantey	yes
Stimson	yes
Trafelet	yes
Varga	yes
Ware	yes

Motion passed 9-0.

C. 2025/2026 THROUGH 2030/2031 CAPITAL IMPROVEMENTS PLAN

Chair Trafelet opened the meeting to public comment.

As no public indicated they wished to speak, Chair Trafelet closed the public hearing and brought the matter back to the Planning Commission for discussion and/or a motion.

MOTION by Varga, support by Stimson that the City of Farmington Hills Capital Improvements Plan for 2025/2026 – 2030/2031 BE ADOPTED as presented and FORWARDED to City Council.

Roll call vote:

Aspinall	yes
Brickner	yes
Countegan	yes
Grant	yes
Mantey	yes
Stimson	yes
Trafelet	yes
Varga	yes
Ware	yes

Motion passed 9-0.

REGULAR MEETING

A. SITE PLAN 63-12-2024

LOCATION:	34650 Eight Mile Road
PARCEL I.D.:	22-23-33-376-040
PROPOSAL:	Renovation of vehicle wash within B-3 General Business District
ACTION REQUESTED:	Site plan approval
APPLICANTS:	Krieger Klatt Architects
OWNERS:	MCW Farmington Hills, LLC

Consultant Comments

Referencing the January 16, 2025 Giffels Webster memorandum, Planning Consultant Tangari explained that the proposal is to renovate an existing car wash on a 1.48-acre site zoned B-3. The site includes both a car wash and an oil change facility; the latter is not affected by the proposed renovations. Key components of the proposal include:

- The site is surrounded by B-3, RC-2, R-4, and RC-2 zoning, and is accessed from Eight Mile Rd. One entrance is primarily for the oil change business, and the other entrance serves the car wash.
- A car wash is permitted as a special land use in B-3 districts subject to Planning Commission approval and the standards of Section 4.40.

- The plan maintained the existing Eight Mile Rd. access but made changes to the site's interior, particularly in the stacking lanes for the wash tunnel. Also, two existing vacuum units would be replaced with seven new single vacuum units.
- There will be no expansion of the existing building footprint; all proposed building renovations relate to appearance and interior layout.
- Setbacks remain compliant, and there are no new nonconformities introduced to the site.
- Site landscaping is being enhanced, particularly along the northwest property line, including new tree plantings to buffer adjacent RC-2 multifamily zoning.
- This area does not have a marginal access drive; the use to the west is residential. The Planning Commission may consider whether a marginal access drive to the east is warranted although such a drive would require significant redesign of the subject site, and the neighboring site does not have a ready connection point.

Planning Consultant Tangari noted that the proposed relocation of the vacuum stations places them 75 feet from RC-2-zoned residential property, which does not meet the 100-foot separation now required under current ordinance standards. The previous vacuum locations were also within that distance but were established before the current standard was enacted and therefore were nonconforming. Because the vacuums are being moved and now fall under the updated ordinance, the project requires discretionary review and approval by the Planning Commission. The variance request for vacuum placement must be decided by the Zoning Board of Appeals.

The plan will not increase the amount of the site that is paved. Lighting will have to be adjusted for compliance to the ordinance.

A complete list of outstanding issues is contained in the review memorandum.

Applicant Presentation

Eric Miles, Krieger Klatt Architects, 400 E. Lincoln Avenue, Royal Oak, was present on behalf of this application for site plan approval at 34650 Eight Mile Rd. Jamie Antoniewicz, Atwell was also present.

Key components of the project included:

- Replacement of two outdated coin-operated vacuum stations with seven new individual vacuum bays served by a central vacuum system.
- The new vacuum infrastructure will be located in a similar area as the existing units but will not meet the current 100-foot separation requirement from RC-2 zoned residential property.
- Installation of license plate recognition cameras and new pay stations to improve vehicle flow and enable monthly membership plans.

The applicants confirmed that no expansion of pavement is proposed, and that changes are limited to reconfiguration and upgrades within the existing site footprint.

MOTION by Countegan, support by Ware, that Site Plan 63-12-2024, dated December 18, 2024, submitted by Krieger Klatt Architects, BE APPROVED, because it appears to meet all applicable requirements of the Zoning Chapter, SUBJECT TO the following conditions:

- 1. All outstanding issues identified in Giffels Webster's January 16, 2025, review shall be addressed to the reasonable satisfaction of the City Planner;**
- 2. All outstanding issues identified in the City Engineer's January 24, 2025, interoffice correspondence shall be addressed to the reasonable satisfaction of the City Engineer; and**
- 3. All outstanding issues identified in the Fire Marshal's January 8, 2025, interoffice correspondence shall be addressed to the reasonable satisfaction of the Fire Marshal; and**
- 4. Variance granted by the Zoning Board of Appeals for vacuum placement location.**

Motion passed 8-1 by voice vote (Mantey opposed).

Commissioner Mantey opposed the motion because he was not convinced that the applicant had done enough to address vacuum noise control.

B. SITE PLAN 65-12-2024 (PLANNED UNIT DEVELOPMENT 4, 2021)

LOCATION:	32905 Northwestern Highway
PARCEL I.D.:	22-23-02-102-014
PROPOSAL:	Construction of multiple-family dwellings within B-3 General Business, RA-4 One Family Residential, and P-1 Vehicular Parking Districts
ACTION REQUESTED:	Site plan approval
APPLICANTS:	Tom Herbst
OWNERS:	Farmington Hills Lofts, LLC

Consultant Comments

Referencing the January 22, 2025 Giffels Webster memorandum, Planning Consultant Tangari highlighted the following information:

- The PUD was approved in 2021. The applicant had submitted a revised plan for Final Site Plan approval.
- Unlike many PUDs that receive concurrent site plan approval, this application required the final site plan to return separately after the applicant completed several preliminary steps, including street vacations, engineering review, and a development agreement.
- The updated site plan addressed previous deficiencies including lighting details, dumpster enclosure specifications, and mechanical equipment placement. Sidewalks were added along Highview Avenue and Ludden Street, which in turn affected the site's tree count, which is something the applicants should address.

Tom Herbst, Farmington Hills Lofts, LLC, was present on behalf of this application for Final Site Plan approval at 32905 Northwestern Highway. Jennifer Roth, Atwell, and Johanna, Humphreys & Partners Architects, were also present.

In response to questions, Mr. Herbst provided the following information:

- There would be a brownfield request with the project.
- The main entrance to the main office would be along Northwestern Highway. Double door access would allow stretcher access to the courtyards.
- Barbecues would be provided in the courtyards.

Mr. Herbst addressed the tree reduction issue, noting that the site is being developed at a much higher density than its current condition. Additional requirements, such as sidewalks and parking for townhomes, limited the amount of green space available for new plantings. They were requesting a waiver to reduce the number of replacement trees from 125 to 65, for a total of \$24,000.

The applicants explained that the project includes approximately \$2 million in off-site improvements—such as road paving and utility installation along Greening, Highview, Mulfordton, Rexwood, and Ludden Streets—which do not directly benefit the development site but were undertaken for the City's benefit. They asked that these off-site investments should be taken into account when considering the waiver request.

After discussion relative to the appropriateness of the request, taking into account the significant community investment as part of this PUD agreement, and also taking into account that the current state of the tree fund is very healthy, Commissioners expressed support for the waiver.

MOTION by Countegan, support Varga that Site Plan 65-12-2024, dated January 2, 2025, submitted by Tom Herbst, BE APPROVED, because it appears to meet all applicable requirements of the Zoning Chapter, SUBJECT TO the following conditions:

1. All outstanding issues identified in Giffels Webster's January 22, 2025, review shall be addressed to the reasonable satisfaction of the City Planner;
2. All outstanding issues identified in the City Engineer's January 27, 2025, interoffice correspondence shall be addressed to the reasonable satisfaction of the City Engineer; and
3. All outstanding issues identified in the Fire Marshal's January 22, 2025, interoffice correspondence shall be addressed to the reasonable satisfaction of the Fire Marshal.
4. The requested tree replacement waiver of 60 trees is granted.

Motion passed 8-1 by voice vote (Mantey opposed).

Commissioner Mantey said he opposed the motion because he did not support a complete waiver.

C. ZONING TEXT AMENDMENT 3, 2024

CHAPTER OF CODE:	34, Zoning Ordinance
PROPOSED AMENDMENT:	Amend Zoning Ordinance to add new definitions and add, remove, and revise several OS-4 Office Research District, use standards, and off-street parking requirements
ACTION REQUESTED:	Set for public hearing
SECTIONS:	34-2.2 and 34-3.1.24

MOTION by Ware, support by Aspinall, that draft Zoning Text Amendment 3, 2024, BE SET FOR PUBLIC HEARING for the Planning Commission's next available regular meeting agenda.

Motion passed unanimously by voice vote.

D. ZONING TEXT AMENDMENT 4, 2024

CHAPTER OF CODE: 34, Zoning Ordinance

PROPOSED AMENDMENT: Amend Zoning Ordinance to revise definition of restaurant, drive-in; add definition of commercial outdoor recreation space; and delete reference to automobile service center and replace with automobile repair

ACTION REQUESTED: Set for public hearing

SECTIONS: 34-2.2 and 34-3.1.24

MOTION by Grant, support by Stimson, that draft Zoning Text Amendment 4, 2024, BE SET FOR PUBLIC HEARING for the Planning Commission's next available regular meeting agenda.

Motion passed unanimously by voice vote.

E. HISTORIC DISTRICT COMMISSION 2024 ANNUAL REPORT

ACTION REQUESTED: Acceptance of report

MOTION by Ware, support by Aspinall, that the 2024 Historic District Commission Annual Report BE ACCEPTED.

Commissioner Countegan commended the Historic District Commission for their outstanding work in preparing the report and for their efforts throughout the year.

Motion passed unanimously by voice vote.

F. PLANNING COMMISSION 2024 ANNUAL REPORT

ACTION REQUESTED: Acceptance of report

MOTION by Brickner, support by Varga, that the 2024 Planning Commission Annual Report BE ACCEPTED.

Commissioners noted that the report was well put together and accurately reflected the work done in the past year.

Motion passed unanimously by voice vote.

G. ELECTION OF OFFICERS

MOTION by Brickner, support by Stimson to re-elect officers to their current positions for another year.

Chair: Trafelet
Vice Chair: Varga
Secretary: Aspinall

Motion passed unanimously by voice vote.

APPROVAL OF MINUTES

Approval of December 19, 2024 Regular Meeting; January 16, 2025, Special Meeting; and January 23, 2025, Regular Meeting

MOTION by Varga, support by Grant, to approve the December 19, 2024 Regular Meeting; January 16, 2025, Special Meeting; and January 23, 2025, Regular Meeting Planning Commission meeting minutes as published.

Motion passed unanimously by voice vote.

PUBLIC COMMENT

None.

COMMISSIONER/STAFF COMMENTS

Commissioner Mantey expressed his feeling that the Boys Republic site was potentially a spot for a nice park in an area of the City where parks are needed and raised the possibility of the City negotiating to acquire the land north of the river.

ADJOURNMENT

Chair Trafelet adjourned the meeting at 9:23pm.

Respectfully submitted,
Kristen Aspinall,
Planning Commission Secretary

Approved 04-17-2025

/cem

**CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
APRIL 17, 2025, 7:30 P.M.**

CALL MEETING TO ORDER

The Planning Commission Regular Meeting was called to order by Chair Trafelet at 7:30 p.m.

ROLL CALL

Commissioners present: Aspinall, Brickner, Countegan, Grant, Mantey, Trafelet

Commissioners Absent: Varga, Stimson, Ware

Others Present: City Planner Perdonik, Staff Engineer Dawkins, Planning Consultant Tangari (Giffels Webster), City Attorney Schultz

APPROVAL OF THE AGENDA

MOTION by Aspinall, support by Grant, to approve the agenda as published.

Motion passed unanimously by voice vote.

PUBLIC HEARING

A. ZONING TEXT AMENDMENT 3, 2024

CHAPTER OF CODE: 34, Zoning Ordinance

PROPOSED AMENDMENT: Amend Zoning Ordinance to add new definitions and add, remove, and revise several OS-4 Office Research District, use standards, and off-street parking requirements

ACTION REQUESTED: Recommendation to City Council

SECTIONS: 34-2.2, 34-3.1.22, 34-3.5.2, 34-3.9, 34-4.61, and 34-5.2

Planning Consultant Tangari introduced Zoning Text Amendment 3, 2024, which includes two primary components:

1. Revisions to the OS-4 Office Research District Standards

The proposed changes are intended to implement the goals of the City's Master Plan by transitioning the OS-4 district from a single-use, large-scale office model to a more flexible, mixed-use area. Amendments would revise permitted and special land uses, as well as height, area, and bulk requirements. These changes would promote development that creates a sense of place and increased activity within the corridor located between 12 Mile Road and I-696. OS-4 zoning is concentrated almost entirely in this corridor, with very limited application elsewhere in the City.

2. Updates to Off-Street Parking Requirements

Several current parking standards are outdated and result in excessive impervious surfaces. The amendments would reduce required parking for certain uses to better reflect actual demand. The amendment introduces standards for bicycle parking, which is currently unaddressed in the zoning ordinance.

New provisions are proposed for electric vehicle (EV) readiness in residential developments, specifically:

- Developers of new multifamily projects will be required to install underground conduit to accommodate future EV charging stations.
- The intent is not to mandate installation of chargers immediately but to ensure infrastructure is in place for future retrofits without extensive construction.

Public Hearing

Chair Trafelet opened the meeting to public comment. As no public indicated they wished to speak, Chair Trafelet closed public comment and brought the matter back to the Commission.

MOTION by Brickner, support by Countegan, to recommend to City Council that draft Zoning Text Amendment 3, 2024, be approved.

Motion discussion:

- Commissioner Mantey pointed out that the version of the proposed zoning text amendment distributed by mail had since been revised, and the updated version had been provided this evening. He further commented that while the amendment represents progress with respect to updated parking standards, additional reductions could still be made.
- Commissioner Countegan added that the proposed amendment aligns with the recently approved Master Plan. The revisions supported redevelopment efforts along 12 Mile Road and serve as a useful planning tool to enhance flexibility in land use.

Roll call vote:

Ayes - Aspinall, Brickner, Countegan, Grant, Mantey, Trafelet

Nays – None

Motion passed 6-0.

PUBLIC COMMENT

None.

COMMISSIONER/STAFF COMMENTS

None

ADJOURNMENT

MOTION by Grant, support by Countegan, to adjourn the meeting.

Motion passed unanimously by voice vote.

Motion passed unanimously by voice vote.

The meeting was adjourned at 8:13pm.

Respectfully submitted,
Kristen Aspinall,
Planning Commission Secretary

/cem

AGENDA
CITY COUNCIL MEETING
MAY 12, 2025
CITY OF FARMINGTON HILLS
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
Telephone: 248-871-2410 Website: www.fhgov.com
Cable TV: Spectrum – Channel 203; AT&T – Channel 99
YouTube Channel: <https://www.youtube.com/user/FHChannel8>

*****Children, Youth & Families Volunteer Award Reception – City Hall Gallery – 7:00 pm*****

REQUESTS TO SPEAK: Anyone requesting to speak before Council must complete and turn in to the City Clerk a blue Public Participation Registration Form.

REGULAR SESSION BEGINS AT 7:30PM IN THE CITY COUNCIL CHAMBER

STUDY SESSION (6:00PM Community Room – See Separate Agenda)

REGULAR SESSION

CALL REGULAR SESSION TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

1. Approval of regular session agenda
2. Proclamation recognizing May 2025 [Frontline Worker Appreciation Month](#)
3. Proclamation recognizing May 18-24, 2025 as [National Public Works Week](#)
4. Proclamation recognizing May 11-17, 2025 as [National Police Week](#)
5. Proclamation recognizing June 6, 2025 as [National Gun Violence Awareness Day](#)
6. Proclamation recognizing May 2025 as [Mental Health Awareness Month](#)
7. Recognition of Children, Youth & Families Volunteer Awards Presented by Judge Marla Parker

ANNOUNCEMENTS/PRESENTATIONS FROM CITY BOARDS, COMMISSIONS AND PUBLIC OFFICIALS

CORRESPONDENCE

CONSENT AGENDA - (See Items No. 12-22)

All items listed under Consent Agenda are considered routine, administrative, or non-controversial by the City Council and will be enacted by one motion. There will be no separate discussion of these items, unless a Council Member or citizen so requests, in which event the items may be removed from the Consent Agenda for consideration.

CONSENT AGENDA ITEMS FOR DISCUSSION

COUNCIL MEMBERS' COMMENTS AND ANNOUNCEMENTS

CITY MANAGER UPDATE

UNFINISHED BUSINESS:

8. Consideration Planned Unit Development 2, 2024 including Site Plan 56-8-2024, Mulberry Park and The Tabernacle Multi-Family Housing, located on 13 Mile Road, west of Middlebelt Road (Postponed from March 3, 2025). [CMR 5-25-81](#)

NEW BUSINESS:

9. Consideration of [appeal of a Freedom of Information Act Request](#) dated April 2, 2025.
10. Consideration of approval of the [INTRODUCTION of an Ordinance](#) amending the Farmington Hills Code of Ordinances, Chapter 8, "Business Licensing," Article II, "Smoking Lounges," Division 3, "Operation," Section 8-63, "Standards of Conduct and Special Permits," to allow the consumption of alcoholic beverages in smoking lounges.
11. Consideration of approval of [appointments](#) to the Beautification Commission and Commission on Community Health.

CONSENT AGENDA:

12. Recommended approval of the amendment to the [Use of City Facilities Policy](#) to allow for signature gathering at certain city facilities in designated areas.
13. Acknowledgement of [Third Quarter Financial Summary Report and Quarterly Investment Report](#).
14. Recommended approval of a special event permit for Farmington Community Library [Summer of Stories Finale](#) Event to be held on July 28, 2025.
15. Recommended approval of a special event permit for Ward Church [Car and Bike Show](#) to be held Saturday, May 31, 2025.
16. Recommended approval of a special event permit for the [14th Annual Cipriano Classic 5K Race](#) to be held on Friday, June 6, 2025.
17. Recommended adoption of a resolution for reimbursement of eligible expenses related to the Oakland County West Nile Fund Program. [CMR 5-25-82](#)
18. Recommended approval of a standard Advisor Confidentiality Agreement with the Michigan Economic Development Corporation. [CMR 5-25-83](#)
19. Recommended approval of a request for employment under Section 10.01A of the City Charter for a Camp Instructor. [CMR 5-25-84](#)

20. Recommended approval of a request for employment under Section 10.01A of the City Charter for a Camp Coordinator. [CMR 5-25-85](#)
21. Recommended approval of City Council [study session minutes](#) of April 28, 2025.
22. Recommended approval of City Council [regular session minutes](#) of April 28, 2025.

ADDITIONS TO AGENDA

PUBLIC COMMENTS

Limited to three (3) minutes.

CITY ATTORNEY REPORT

ADJOURNMENT

Respectfully submitted,

Carly Lindahl, City Clerk

Reviewed by:

Gary Mekjian, City Manager

NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248-871-2410 at least two (2) business days prior to the meeting, wherein necessary arrangements/ accommodations will be made.



PROCLAMATION
Frontline Worker Appreciation Month
May 2025

- WHEREAS,** frontline workers, including nurses, teachers, law enforcement officers, firefighters, emergency medical personnel, and many others, are essential to the safety, well-being, and resilience of our communities; and,
- WHEREAS,** these individuals demonstrate unwavering dedication, compassion and professionalism as they provide critical services, often under challenging and high-pressure conditions; and,
- WHEREAS,** frontline workers are instrumental in safeguarding public health, educating our youth, maintaining public safety and responding swiftly in times of crisis; and,
- WHEREAS,** their tireless efforts during emergencies, natural disasters and public health challenges underscore the essential role they play in sustaining our communities and supporting those in need; and,
- WHEREAS,** the contributions of frontline workers often extend beyond their formal roles, as they offer emotional support, foster trust and strengthen the social fabric of the neighborhoods they serve; and,
- WHEREAS,** it is fitting to honor and celebrate these everyday heroes whose service often goes unseen but never unappreciated; and,
- WHEREAS,** May 2025 provides a special opportunity to recognize the collective impact of frontline workers during National Nurses Month, Teacher Appreciation Week, National Police Week, Firefighter Appreciation Day and National EMS Week, as part of **Frontline Worker Appreciation Month**; and,
- WHEREAS,** we join communities across the nation in saluting the commitment, integrity and resilience of all frontline workers who contribute immeasurably to our shared well-being.

NOW, THEREFORE, BE IT RESOLVED that I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim May 2025 as **Frontline Worker Appreciation Month** in Farmington Hills and call upon the community to join in recognizing that frontline workers are essential to the operations of the City of Farmington Hills.

A handwritten signature in black ink, reading "Theresa Rich", is written over a horizontal line.

Theresa Rich, Mayor



PROCLAMATION
National Public Works Week:
“People, Purpose, Presence”
May 18-24, 2025

- WHEREAS,** public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and the well-being of the people of Farmington Hills; and,
- WHEREAS,** these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, and are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our community; and,
- WHEREAS,** it is in the public interest for the citizens, civic leaders, and children in Farmington Hills to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,
- WHEREAS,** the City of Farmington Hills Department of Public Services is one of only three organizations in Michigan accredited through the American Public Works Association, demonstrating the City’s commitment to excellence in public service; and,
- WHEREAS,** 2025 marks the 65th annual National Public Works Week sponsored by the American Public Works Association.

NOW, THEREFORE, BE IT RESOLVED that I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim May 18-24, 2025, as **National Public Works Week** in Farmington Hills and call upon the community to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

A handwritten signature in cursive script, reading "Theresa Rich", written in black ink.

Theresa Rich, Mayor



PROCLAMATION
National Police Week
May 11-17, 2025

- WHEREAS,** Congress and the President of the United States have designated May 15 as Peace Officers Memorial Day and the week in which May 15 falls as National Police Week; and,
- WHEREAS,** National Police Week honors all law enforcement officers and Peace Officers Memorial Day pays homage to those who made the ultimate sacrifice in service to their community or became disabled in the performance of duty and also pays tribute to the survivors of these fallen heroes; and,
- WHEREAS,** we honor the men and women of the Farmington Hills Police Department, along with their families and community partners, and commend them on their impressive accomplishments in protecting our community; and,
- WHEREAS,** the Farmington Hills Police Department achieved reaccreditation from the Michigan Association of Chiefs of Police, becoming one of only nine Michigan police agencies to be reaccredited twice and currently the largest agency to achieve this prestigious accomplishment; and,
- WHEREAS,** it is vital that our community members know that Farmington Hills police officers are committed to practicing 21st century policing, encouraging positive community connections, and delivering superior services without prejudice or partiality; and,
- WHEREAS,** we are grateful to the members of our Police Department and to the community, whose partnership helps to maintain Farmington Hills as one of the safest communities in the state and country each year.

NOW, THEREFORE, BE IT RESOLVED, that I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim May 11-17, 2025, as **National Police Week** and call upon the community to join in recognizing our Farmington Hills police officers, dispatchers and civilian support staff, and honoring all the dedicated professional law enforcement personnel who protect and serve in communities across the country.

A handwritten signature in black ink, reading "Theresa Rich", is written over a horizontal line.

Theresa Rich, Mayor



PROCLAMATION

National Gun Violence Awareness Day

June 6, 2025

- WHEREAS,** every day, 125 people in the United States are killed by gun violence and more than 260 are shot and wounded, with an average of more than 19,000 gun-related homicides every year; and,
- WHEREAS,** people in the United States are 26 times more likely to die by gun homicide than people in other high-income countries; and,
- WHEREAS,** in Michigan, there are more than 1,400 gun-related deaths per year — a rate of more than 15 deaths per 100,000 people, which costs approximately \$16.8 billion each year, of which \$380.5 million is paid by taxpayers; and,
- WHEREAS,** cities across the nation, including Farmington Hills, are working to end the senseless violence with evidence-based solutions; and,
- WHEREAS,** support for the Second Amendment rights of law-abiding citizens goes hand-in-hand with keeping guns away from those who are a danger to themselves or others; and,
- WHEREAS,** mayors, council members and law enforcement officers — in partnership with local violence intervention activists and resources — know their communities best, are the most familiar with local criminal activity and how to address it, and are best positioned to understand how to keep their citizens safe; and,
- WHEREAS,** gun violence prevention is more important than ever as we see gun violence continue to impact communities across the country; and,
- WHEREAS,** we renew our commitment to reduce gun violence and pledge to do all we can to keep firearms out of the hands of people who should not have access to them and encourage responsible gun ownership to help keep our families and communities safe.

NOW, THEREFORE, BE IT RESOLVED that I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim June 6, 2025, as **National Gun Violence Awareness Day** and encourage all community members to wear orange on June 6 to raise awareness about gun violence and honor the lives of gun violence victims, survivors and their families.

A handwritten signature in black ink, reading "Theresa Rich", is written over a horizontal line.

Theresa Rich, Mayor



PROCLAMATION

Mental Health Awareness Month May 2025

- WHEREAS,** mental health includes emotional, psychological, and social well-being, affecting how we think, feel, and act and how we handle stress, relate to others, and make choices; and,
- WHEREAS,** mental health is part of overall health and well-being and awareness, education, and access to quality care are critical to supporting individuals facing mental health challenges; and,
- WHEREAS,** one in five adults in the United States experiences a mental health condition and stigma continues to be a barrier that prevents many people from seeking the help they need; and,
- WHEREAS,** 50% of all mental health disorders begin by age 14, 75% of all mental health disorders begin by age 24, and suicide is one of the leading causes of death in the United States; and,
- WHEREAS,** evidence-based mental and behavioral health training teaches people how to recognize signs and symptoms of mental health and substance use challenges, and provides skills to assist people who may be facing a mental health crisis; and,
- WHEREAS,** the City of Farmington Hills is home to the Michigan School of Psychology, an independent not-for-profit graduate school that has been a leader in clinical, experiential self-directed education for over 40 years with a commitment to educate psychologists today who will transform our world tomorrow; and,
- WHEREAS,** investing in mental health and safety is critical to building strong workplaces and strong communities; and,

NOW, THEREFORE, BE IT RESOLVED that I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim May 2025 as **Mental Health Awareness Month** and call upon community members, government agencies, public and private institutions, businesses, and schools to take action to strengthen the mental health of our community.

A handwritten signature in black ink, reading "Theresa Rich".

Theresa Rich, Mayor



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

DATE: May 12, 2025

DEPT: Planning and Community Development

RE: Planned Unit Development ("PUD") Plan 2, 2024, including Site Plan 56-8-2024 - Mulberry Park and The Tabernacle Multi-Family Residential

ADMINISTRATIVE SUMMARY:

Applicant: Steven Schafer

Owners: Detroit Baptist Manor and MOBI Investments

Sidwell: 22-23-11-201-001, -002, -004, -005, -006, -020, and -021

Zoning: RA-1 One Family Residential District

Master Plan: Flex Residential

Location: South side of Thirteen Mile Road, just west of Middlebelt Road

Description:

The subject application proposes a two-part development under separate names across seven (7) parcels on the south side of Thirteen Mile Road, just west of Middlebelt Road: Mulberry Park (approximately 5.98 acres) and The Tabernacle (approximately 6.06 acres). Mulberry Park is proposed to consist of nine (9) buildings with thirty-four (34) units of attached, two (2)-story townhomes. The Tabernacle is proposed to be age-restricted and consists of nine (9) buildings with thirty-one (31) units of attached, one (1)-story ranches.

Please see Giffels Webster's review attached for a detailed review of the plans.

PROCEDURAL HISTORY:

- April 18, 2024 - Planning Commission qualifies PUD (7-0)
- October 17, 2024 - Planning Commission set for public hearing (8-0)
- November 21, 2024 - Planning Commission public hearing/recommendation to City Council (5-0)
- January 13, 2025 - City Council public hearing postponed to March 3, 2025 (6-1)



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

- March 3, 2025 - City Council public hearing closed/determination postponed to May 12, 2025 (6-1)

ZONING DEVIATIONS:

Permit

- Attachment of dwelling units where it is not permitted;
- RC-1 Multiple Family Residential District density where RA-1 One Family Residential District density is the maximum density permitted; and
- Forty-nine (49) replacement trees to be planted offsite.

POSSIBLE COUNCIL ACTIONS:

Suggested Resolution for conditional APPROVAL:

Resolve that the application for PUD 2, 2024, including Site Plan 56-8-2024, dated August 21, 2024, and September 4, 2024, respectively, as revised, submitted by Steven Schafer, are approved, subject to the following conditions:

- (1) All outstanding issues identified in Giffels Webster's April 15, 2025, review shall be addressed to the reasonable satisfaction of the City Planner;*
- (2) All outstanding issues identified in the City Engineer's April 10, 2025, interoffice correspondence shall be addressed to the reasonable satisfaction of the City Engineer; and*
- (3) All outstanding issues identified in the Fire Marshal's April 7, 2025, interoffice correspondence shall be addressed to the reasonable satisfaction of the Fire Marshal.*

[Insert additional conditions if appropriate.]

And further resolve that the City Attorney prepare the appropriate PUD agreement stipulating the final PUD approval conditions and authorizing the identified zoning deviations for City Council consideration and final approval.



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

Suggested Resolution for DENIAL:

Resolve that the application for PUD 2, 2024, including Site Plan 56-8-2024, dated August 21, 2024, and September 4, 2024, respectively, as revised, submitted by Steven Schafer, are denied, because it does not meet all provisions set forth in Section 34-3.20 of the Zoning Ordinance and the proposed development will adversely affect the public health, welfare, and safety for the following reasons: [Indicate reasons the PUD does not meet the requirements of Section 34-3.20 and/or will have the adverse effect described above.]

ATTACHMENTS:

- PUD Plan 2, 2024, including Site Plan 56-8-2024, revised application materials
- Giffels Webster's review, dated April 15, 2025
- City Engineer's interoffice correspondence, dated April 10, 2025
- Fire Marshal's interoffice correspondence, dated April 7, 2025
- April 18, 2024, Planning Commission regular meeting minutes
- October 17, 2024, Planning Commission regular meeting minutes
- November 21, 2024, Planning Commission regular meeting minutes
- January 13, 2025, City Council regular meeting minutes
- March 3, 2025, City Council regular meeting minutes

Prepared by: Erik Perdonik, AICP, City Planner
Reviewed by: Charmaine Kettler-Schmult, Director
Approved by: Gary Mekjian, P.E., City Manager



Date: March 26, 2025

To: City of Farmington Hills, Planning Department

From: Schafer Development, LLC

CC: The Tabernacle + Mulberry Park PUD – Changes to March PUD Engineering Plan Resubmittal

The Tabernacle + Mulberry Park – Changes to March PUD Engineering Plan Resubmittal

Schafer Development is submitting REVISED PUD Engineering Plan including:

- Sixteen (16) 11" x 17" copy of PUD Engineering / Landscape Plan
- Sixteen (16) 24" x 36" copies of PUD Engineering Plan
- Electronic versions of materials – sent via email to the Planning Department

Major Changes to PUD Engineering Plan Submittal

Density Reduction Analysis:

Submittal	The Tabernacle	Mulberry Park	Total Density	Density (per Acre)	Delta in Density
December	36 Units	40 Units	36 + 40 = 76 Units	76 / 12.04 AC = 6.31 Units per Acre	
February	33 Units (-3)	36 Units (-4)	33 + 36 = 69 Units (-7)	69 / *12.46 AC = 5.54 Units per Acre	69 – 76 = (-7 Units) 7 / 76 = (9.2%)
March	31 Units (-2)	34 Units (-2)	31 + 34 = 65 Units (-4)	65 / *12.46 AC = 5.22 Units per Acre	65 – 69 = (-4 Units) 4 / 69 = (5.8%)

* **The 0.42-acre increase** is a result of Baptist Manor agreeing to demolish the first duplex building fronting 13 Mile Road, allowing for a direct connection into the PUD via the signalized intersection at 13 Mile and Detroit Baptist Drive.

Reduction in Total Density:

Submittal	Total Density	Delta in Density
December	76 Units	
February	69 Units	loss of 7 Units / 9.2% less dense than December Submittal
March	65 Units	loss of 4 Units / 5.8% less dense than February Submittal loss of 11 Units / 14.5% less dense than December Submittal

- As a result of the loss of four units on the March Submittal, the total open space across the community has **increased to 56.51%**.

Sincerely,

The Schafer Development Team

31400 Northwestern Highway, Suite H, Farmington Hills, MI 48334

City of City of Farmington Hills,
Oakland County, Michigan
SITE PLAN DOCUMENTS

Prepared For the
The Baptist Manor / Schafer Development
P.U.D. Developments

Owner / Developer

"The Tabernacle" - West Parcel
The Baptist Manor
30301 W 13 Mile
Farmington Hills, MI 48334

Contact:
Ryan Doelle
Tel. (248) 842-9106
Email: r.doelle@the baptistmanor.org

"Mulberry Park" - East Parcel
Schafer Development
31400 Northwestern Highway, Suite H
Farmington Hills, MI 48334

Contact:
Spencer Schafer
Tel. (248) 613-6262
Email: steve@schafer-dev.com

Civil Engineer

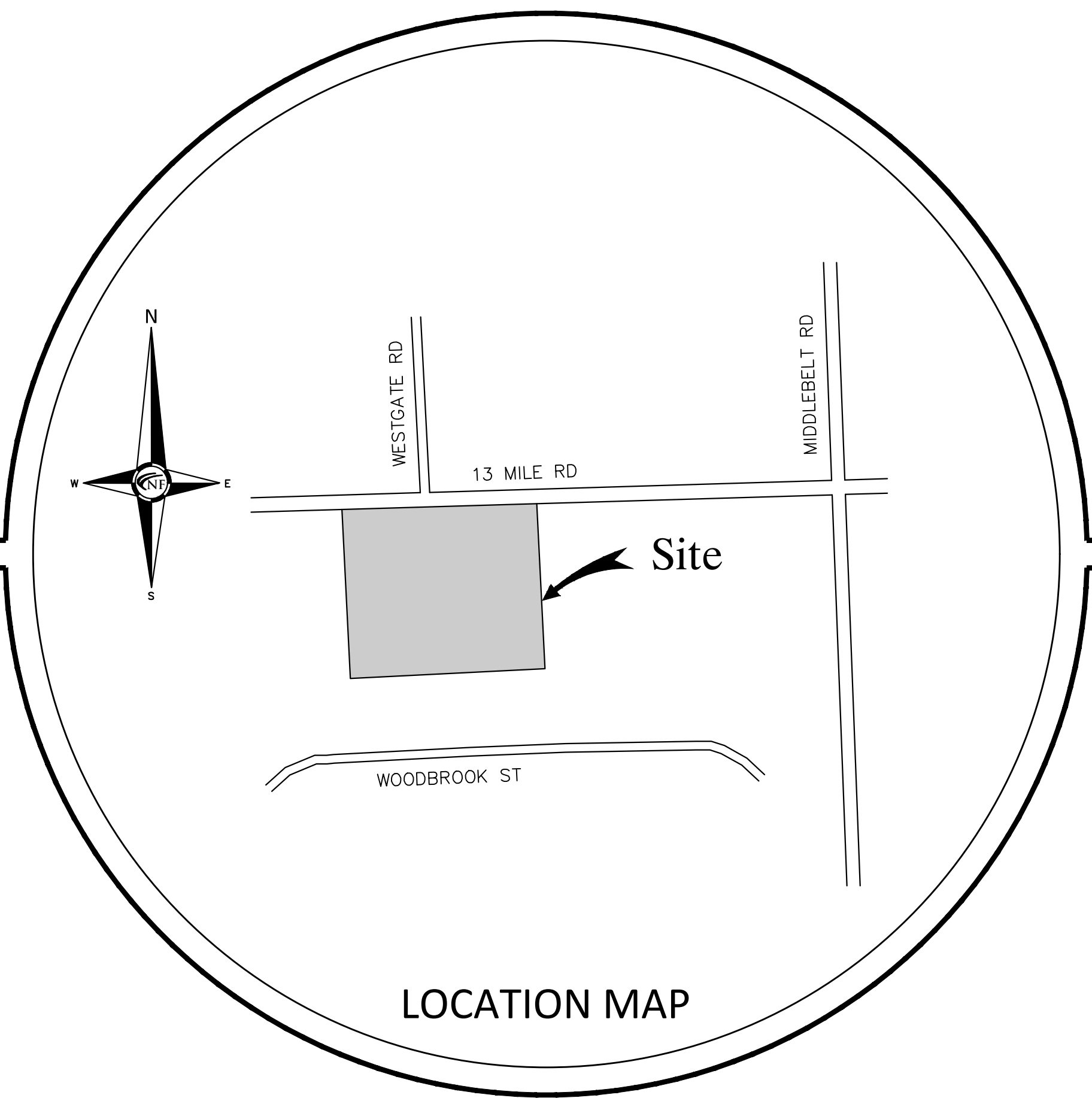
Nowak & Fraus Engineers
46777 Woodward Ave.
Pontiac, MI 48342-5032
Tel. (248) 332-7931
Fax. (248) 332-8257

Contact: Andrew Wiseman
Tel. (248) 332-7931
Fax. (248) 332-8257
Email: awiseman@nfe-engr.com

Landscape Architect

Nowak & Fraus Engineers
46777 Woodward Ave.
Pontiac, MI 48342-5032
Tel. (248) 332-7931
Fax. (248) 332-8257

Contact: George A. Ostrowski, PLA, LEED AP
Tel. (248) 332-7931
Fax. (248) 332-8257
Email: gostrowski@nfe-engr.com



LEGAL DESCRIPTION - "The Tabernacle"

Land situated in the City of Farmington Hills, County of Oakland, State of MI described as follows:

PARCEL 1: Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, described as: Beginning at a point 170.10 feet due East from the Northwest corner of the Northeast 1/4, Section 11, Town 1 North, Range 9 East; thence due East 169.96 feet; thence South 0°16'00" East, 512.80 feet; thence North 89°51'50" West 169.96 feet; thence North 0°16'00" West 512.40 feet to the point of beginning.

PARCEL 2: That part of the Northeast 1/4 of Section 11, Town 1 North Range 9 East, described as: Beginning at a point located due East along the North Section line, 340.06 feet and South 0°16' East 272.9 feet from the North 1/4 corner; thence South 0°16' East 239.9 feet; thence South 89°51'50" East 169.83 feet; thence North 0°16' West 240.1 feet; thence Westerly to the point of beginning, together with a 20 foot easement for water line utilities and ingress and egress over the East 20 feet of the Northerly 273.1 feet of the East 2 acres of the West 6 acres of the following described Parcel: Beginning at the North 1/4 corner of said Section; thence South 0°16' East 512 feet; thence North 89°51'50" East 849.50 feet; thence North 0°16' West 514 feet; thence due West 849.50 feet along the North Section line to the point of beginning.

PARCEL 3: Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, more particularly described as follows: Beginning at the Northwest corner of the Northeast 1/4 of the said Section 11, Town 1 North, Range 9 East; thence due East along the centerline of the 13 Mile Road a distance of 170.10 feet; thence South 0°16'00" East a distance of 512.40 feet; thence North 89°51'50" West a distance of 170.10 feet; thence North 0°16'00" West a distance of 512.00 feet to the point of beginning.

Commonly known as: 30115 West 13 Mile Road and Vacant Parcels, Farmington Hills, MI 48334-2205
Tax ID: 23-11-201-001; 23-11-201-002 & 23-11-201-021

LEGAL DESCRIPTION - "Mulberry Park"

LAND IN THE CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MI, DESCRIBED AS FOLLOWS:

PARCEL 1:
TOWN 1 NORTH, RANGE 9 EAST, SECTION 11, PART OF THE NORTHEAST 1/4 BEGINNING AT A POINT DISTANT EAST 509.89 FEET FROM THE NORTH 1/4 CORNER; THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.20 FEET; THENCE SOUTH 89 DEGREES 48 MINUTES 00 SECONDS EAST 148.61 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET; THENCE WEST 148.61 FEET TO BEGINNING.

TAX ID NO. 23-11-201-004

PARCEL 2:
PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN, BEGINNING AT A POINT DISTANT EAST 658.50 FEET FROM THE NORTH 1/4 CORNER; THENCE EAST 191 FEET; THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.78 FEET; THENCE NORTH 89 DEGREES 51 MINUTES 50 SECOND WEST 191 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET TO BEGINNING.

TAX ID NO. 23-11-201-005

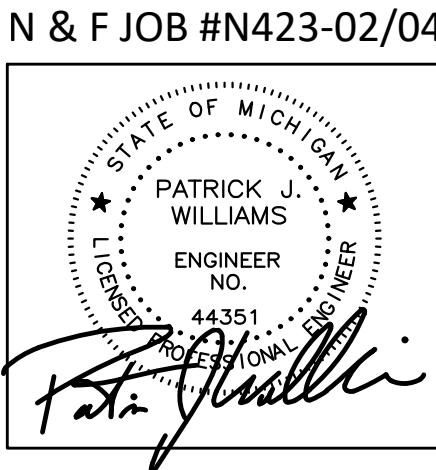
PARCEL 3:
THE WEST 1/2 OF THE FOLLOWING DESCRIBED PREMISES: PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, MICHIGAN; COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST 1/4 OF THE SAID SECTION 11; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 849.50 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 338.00 FEET; THENCE SOUTH 00 DEGREES 15 MINUTES 00 SECONDS WEST, A DISTANCE OF 514.90 FEET; THENCE NORTH 89 DEGREES 48 MINUTES 10 SECONDS WEST, A DISTANCE OF 333.38 FEET; THENCE NORTH 00 DEGREES 15 MINUTES 50 SECONDS WEST, A DISTANCE OF 513.78 FEET TO THE POINT OF BEGINNING.

TAX ID NO. 23-11-201-006

SHEET INDEX	
SP-00	Cover Sheet
SP-01	Overall Boundary / Topographic / Tree Survey
SP-01.1	Tree List -West
SP-01.2	Tree List -East
SP-02	Topographic / Boundary / Tree Survey - West
SP-03	Topographic / Boundary / Tree Survey - East
SP-04	General Site Plan - West
SP-05	General Site Plan - East
SP-06	Paving & Grading Plan - West
SP-07	Paving & Grading Plan - East
SP-08	Utility Plan - West
SP-09	Utility Plan - East
L0	Landscape Overview
L1	Tree Preservation Plan
L2	Landscape Plan
L3	Tree Preservation Plan
L4	Landscape Plan
L5	Landscape Notes & Details

Project Name

"The Tabernacle"
&
"Mulberry Park"



NF
ENGINEERS
CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS
NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257
WWW.NFE-ENGR.COM

LEGAL DESCRIPTIONS (DEVON TITLE AGENCY)

Land situated in the City of Farmington Hills, County of Oakland, State of MI described as follows:

PARCEL 1: Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, described as: Beginning at a point 170.10 feet due East from the Northwest corner of the Northeast 1/4, Section 11, Town 1 North, Range 9 East; thence due East 169.96 feet; thence South 0°16'00" East, 512.80 feet; thence North 89°51'50" West 169.96 feet; thence North 0°16'00" West 512.40 feet to the point of beginning.

PARCEL 2: That part of the Northeast 1/4 of Section 11, Town 1 North Range 9 East, described as: Beginning at a point located due East along the North Section line, 340.06 feet and South 0°16' East 272.8 feet from the North 1/4 corner; thence South 0°16' East 239.9 feet; thence South 89°51'50" East 169.83 feet; thence North 0°16' West 240.1 feet; thence Westerly to the point of beginning, together with a 20 foot easement for water line utilities and ingress and egress over the East 20 feet of the Northerly 273.1 feet of the East 2 acres of the West 6 acres of the following described Parcel: Beginning at the North 1/4 corner of said Section; thence South 0°16' East 512 feet; thence North 89°51'50" East 849.60 feet; thence North 0°16' West 514 feet; thence due West 849.50 feet along the North Section line to the point of beginning.

PARCEL 3: Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, more particularly described as follows: Beginning at the Northwest corner of the Northeast 1/4 of the said Section 11, Town 1 North, Range 9 East; thence due East along the centerline of the 13 Mile Road a distance of 170.10 feet; thence South 0°16'00" East a distance of 512.40 feet; thence North 89°51'50" West a distance of 170.10 feet; thence North 0°16'00" West a distance of 512.00 feet to the point of beginning.

Commonly known as: 30115 West 13 Mile Road and Vacant Parcels, Farmington Hills, MI 48334-2205
Tax ID: 23-11-201-001; 23-11-201-002 & 23-11-201-021

PARCEL-23-11-201-020

Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East: Beginning at a point distant East 340.06 feet and South 0°16'00" East 272.90 feet from the North 1/4 corner; thence North 0°16'00" West 272.90 feet; thence East 169.83 feet; thence South 0°16'00" East 273.10 feet; thence West 159.53 feet to beginning.

Commonly known as: 30005 W. 13 Mile Road, Farmington Hills, MI 48334
Parcel ID: 23-11-201-020

LEGAL DESCRIPTION

LAND IN THE CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MI, DESCRIBED AS FOLLOWS:

PARCEL 1:
TOWN 1 NORTH, RANGE 9 EAST, SECTION 11, PART OF THE NORTHEAST 1/4 BEGINNING AT A POINT DISTANT EAST 509.89 FEET FROM THE NORTH 1/4 CORNER; THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.20 FEET; THENCE SOUTH 89 DEGREES 48 MINUTES 00 SECONDS EAST 148.61 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET; THENCE WEST 148.61 FEET TO BEGINNING.

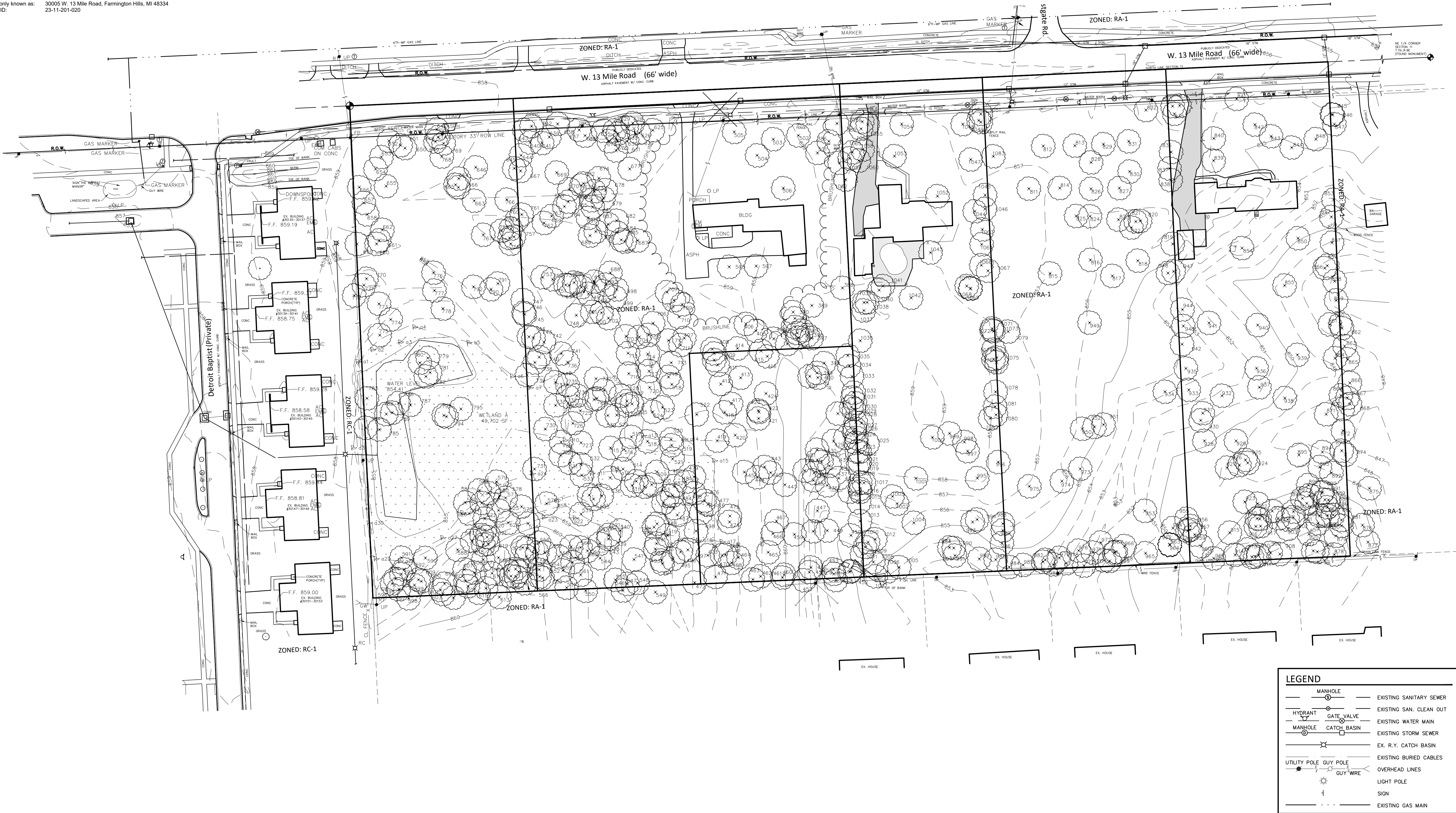
TAX ID NO. 23-11-201-004

PARCEL 2:
PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN, BEGINNING AT A POINT DISTANT EAST 658.50 FEET FROM THE NORTH 1/4 CORNER; THENCE EAST 191 FEET; THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.78 FEET; THENCE NORTH 89 DEGREES 51 MINUTES 50 SECONDS WEST 191 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET TO BEGINNING.

TAX ID NO. 23-11-201-005

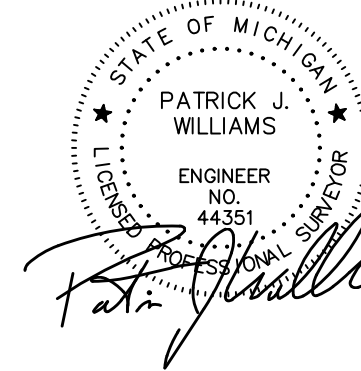
PARCEL 3:
THE WEST 1/2 OF THE FOLLOWING DESCRIBED PREMISES: PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, MICHIGAN; COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST 1/4 OF THE SAID SECTION 11; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 849.50 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 338.00 FEET; THENCE SOUTH 00 DEGREES 15 MINUTES 00 SECONDS WEST, A DISTANCE OF 514.90 FEET; THENCE NORTH 89 DEGREES 48 MINUTES 10 SECONDS WEST, A DISTANCE OF 333.38 FEET; THENCE NORTH 00 DEGREES 15 MINUTES 50 SECONDS WEST, A DISTANCE OF 513.78 FEET TO THE POINT OF BEGINNING.

TAX ID NO. 23-11-201-006



NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257
WWW.NFE-ENGR.COM

SEAL



PROJECT

The Tabernacle & Mulberry
Park P.U.D. Development

CLIENT

The Baptist Manor
30301 W 13 Mile
Farmington Hills, MI 48334

Schafer Development

31400 Northwestern
Highway, Suite H
Farmington Hills, MI 48334

PROJECT LOCATION

Part of the NE 1/4
of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

SHEET

Overall Boundary /
Topographic / Tree Survey



DATE	ISSUED/REVISED
10-23-24	REVISED PER P.C.
12-16-24	REVISED PER CLIENT
02-21-25	REVISED PER CLIENT
03-10-25	REVISED PER CLIENT
03-18-25	REVISED PER CLIENT

DRAWN BY:

DESIGNED BY:

APPROVED BY:
P. Williams

DATE:
09-12-2024

SCALE: 1" = 50'

NFE JOB NO. SHEET NO.
N423-02/04 SP-01



Parcels: 23-11-201-001
23-11-201-002
23-11-201-020
23-11-201-021

The Baptist Manor
30301 W 13 Mile
Farmington Hills, MI 48334

Schafer Development
31400 Northwestern
Highway, Suite H
Farmington Hills, MI 48334

Part of the NE 1/4
of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

Tree List - West

DRAWN BY

DESIGNED BY:

APPROVED BY:
P. Williams

DATE:
09-12-2024

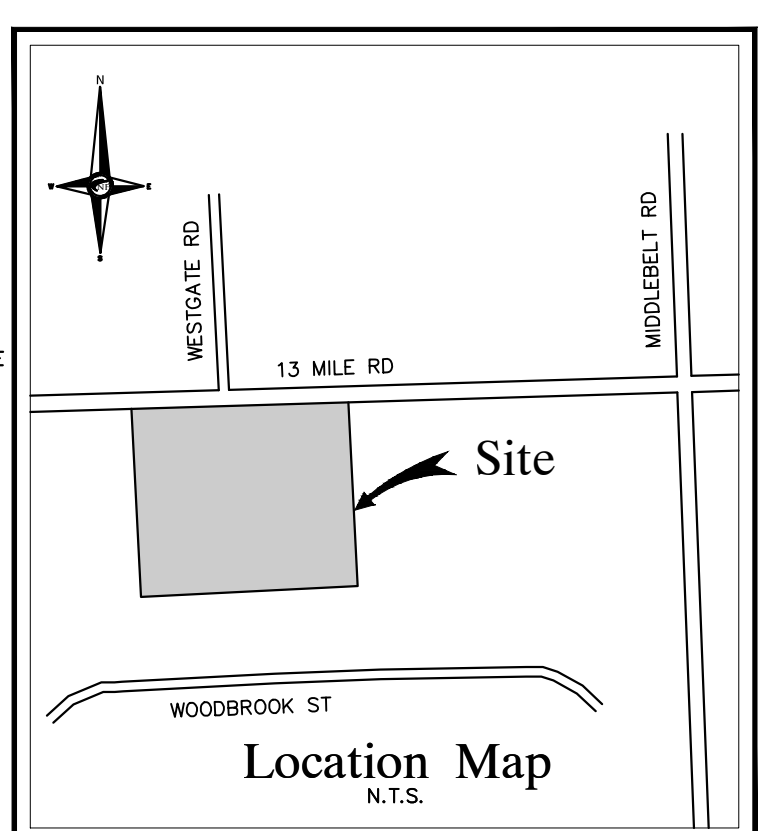
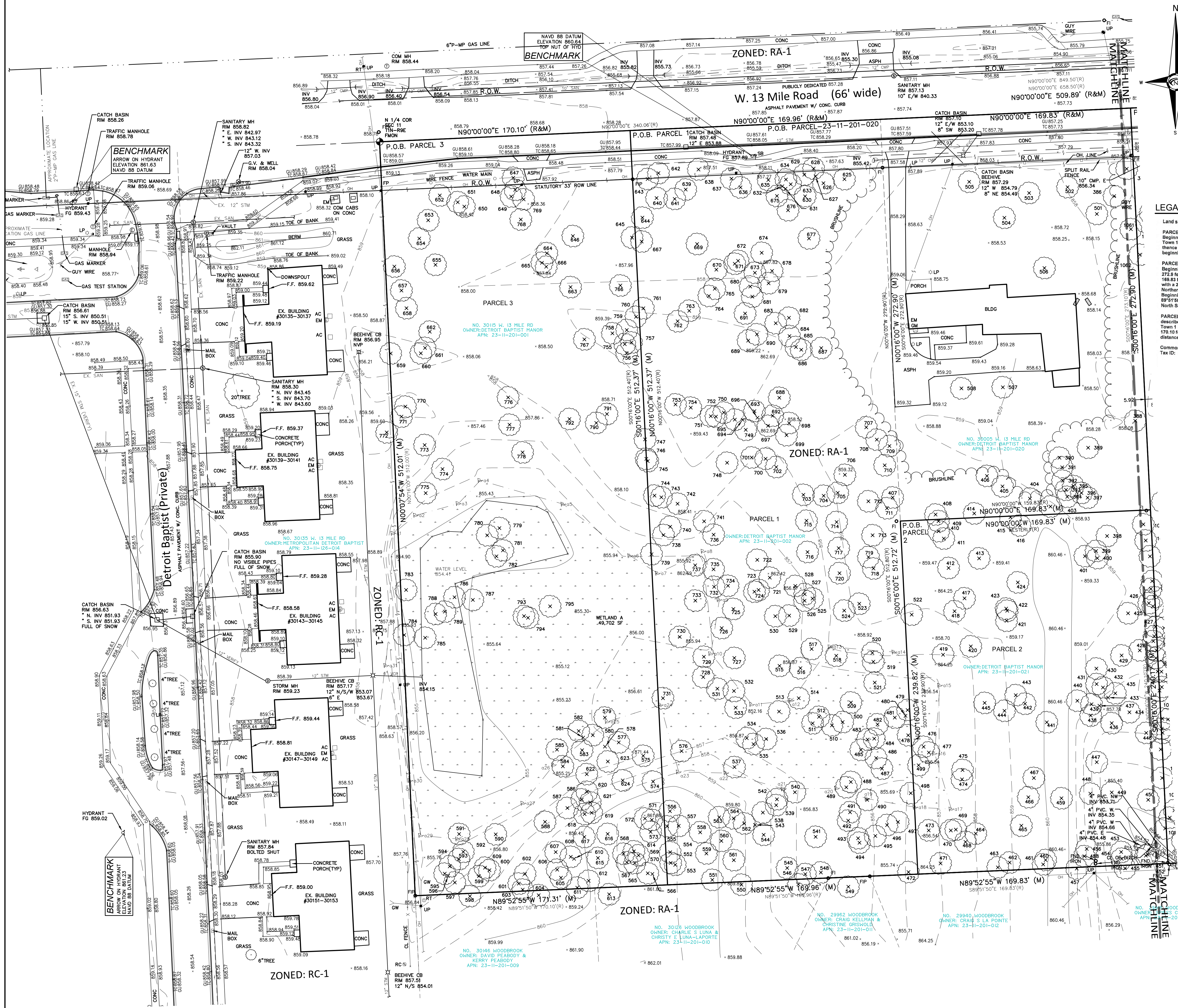
SCALE

NFE JOB NO. **N423-02/04** SHEET NO. **SP-01.1**

[illegible]

Table 1: Tree Inventory: 29845, 29905, 29915 W. 13 Mile Road, Farmington Hills, Oakland Co. (ASTI # 12687)

Tree Tag #	Remove/Save	landmark	Common Name	Scientific Name	# DBHs	DBH1	DBH2	DBH3	DBH4	Condition
811	REMOVE		Blue Spruce	<i>Picea pungens</i>	1	18.8	0.0	0.0	0.0	Fair
812	REMOVE	landmark	White Pine	<i>Pinus strobus</i>	1	21.2	0.0	0.0	0.0	Good
813	REMOVE	landmark	White Pine	<i>Pinus strobus</i>	1	23.5	0.0	0.0	0.0	Good
814	REMOVE	landmark	White Pine	<i>Pinus strobus</i>	1	25.1	0.0	0.0	0.0	Good
815	SAVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	43.5	0.0	0.0	0.0	Good
816	REMOVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	38.2	0.0	0.0	0.0	Good
817	SAVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	34.1	0.0	0.0	0.0	Good
818	REMOVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	24.2	0.0	0.0	0.0	Good
819	SAVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	31.6	0.0	0.0	0.0	Good
820	REMOVE		Box-elder	<i>Acer negundo</i>	1	8.5	0.0	0.0	0.0	Good
821	REMOVE		Wild Black Cherry	<i>Prunus serotina</i>	1	8.0	0.0	0.0	0.0	Good
822	REMOVE		Norway Spruce	<i>Picea abies</i>	1	16.0	0.0	0.0	0.0	Fair
823	REMOVE		Box-elder	<i>Acer negundo</i>	2	13.4	9.8	0.0	0.0	Good
824	REMOVE	landmark	Box-elder	<i>Acer negundo</i>	1	19.4	0.0	0.0	0.0	Fair
825	REMOVE		White-Cedar	<i>Thuja occidentalis</i>	3	12.8	10.2	7.1	0.0	Good
826	REMOVE	landmark	White Pine	<i>Pinus strobus</i>	1	25.4	0.0	0.0	0.0	Good
827	REMOVE		Ginkgo	<i>Ginkgo biloba</i>	1	16.5	0.0	0.0	0.0	Good
828	REMOVE		Black Walnut	<i>Juglans nigra</i>	1	19.1	0.0	0.0	0.0	Good
829	SAVE	landmark	White Pine	<i>Pinus strobus</i>	1	23.6	0.0	0.0	0.0	Good
830	REMOVE	landmark	Norway Spruce	<i>Picea abies</i>	1	22.5	0.0	0.0	0.0	Fair
831	SAVE		Norway Spruce	<i>Picea abies</i>	1	15.6	0.0	0.0	0.0	Good
832	SAVE		White Spruce	<i>Picea glauca</i>	1	12.2	0.0	0.0	0.0	Good
833	REMOVE		White-Cedar	<i>Thuja occidentalis</i>	3	10.5	8.5	7.1	0.0	Good
834	REMOVE		White-Cedar	<i>Thuja occidentalis</i>	1	12.7	0.0	0.0	0.0	Good
835	REMOVE		White-Cedar	<i>Thuja occidentalis</i>	4	9.8	9.5	9.0	6.2	Good
836	REMOVE	landmark	Apple	<i>Malus pumila</i>	1	12.0	0.0	0.0	0.0	Good
837	REMOVE		Siberian Elm	<i>Ulmus pumila</i>	1	20.3	0.0	0.0	0.0	Good
838	REMOVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	31.2	0.0	0.0	0.0	Good
839	REMOVE		Horse-Chestnut	<i>Aesculus hippocastanum</i>	4	16.2	10.2	9.0	6.0	Good
840	SAVE	landmark	Honey Locust	<i>Gleditsia triacanthos</i>	1	34.0	0.0	0.0	0.0	Good
841	REMOVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	40.1	0.0	0.0	0.0	Good
842	SAVE		Saucer Magnolia	<i>Magnolia X soulangiana</i>	1	6.0	0.0	0.0	0.0	Good
843	REMOVE		White Mulberry	<i>Morus alba</i>	1	8.0	0.0	0.0	0.0	Good
844	REMOVE	landmark	Dawn Redwood	<i>Metasequoia glyptostroboides</i>	1	31.2	0.0	0.0	0.0	Poor
845	*SAVE		Blue Spruce	<i>Picea pungens</i>	1	10.2	0.0	0.0	0.0	Good
846	*SAVE		Blue Spruce	<i>Picea pungens</i>	1	9.8	0.0	0.0	0.0	Good
847	*SAVE		Blue Spruce	<i>Picea pungens</i>	1	7.9	0.0	0.0	0.0	Good
848	SAVE	landmark	Silver Maple	<i>Acer saccharinum</i>	1	32.5	0.0	0.0	0.0	Good
849	SAVE	landmark	Norway Spruce	<i>Picea abies</i>	1	20.0	0.0	0.0	0.0	Good
850	SAVE	landmark	Sycamore	<i>Platanus occidentalis</i>	1	39.6	0.0	0.0	0.0	Good
851	REMOVE		White-Cedar	<i>Thuja occidentalis</i>	1	6.2	0.0	0.0	0.0	Good
852	REMOVE		Box-elder	<i>Acer negundo</i>	2	10.6	7.0	0.0	0.0	Good
853	REMOVE		White Mulberry	<i>Morus alba</i>	1	7.4	0.0	0.0	0.0	Good
854	REMOVE	landmark	Apple	<i>Malus pumila</i>	2	15.5	10.7	0.0	0.0	Good
855	REMOVE	landmark	American Beech	<i>Fagus grandifolia</i>	1	32.3	0.0	0.0	0.0	Good
856	REMOVE		White Mulberry	<i>Morus alba</i>	2	14.3	14.0	0.0	0.0	Good
857	REMOVE		White Mulberry	<i>Morus alba</i>	1	9.6	0.0	0.0	0.0	Good
858	SAVE		Basswood	<i>Tilia americana</i>	1	18.2	0.0	0.0	0.0	Good
859	REMOVE		White Mulberry	<i>Morus alba</i>	1	12.5	0.0	0.0	0.0	Good
860	*SAVE		Box-elder	<i>Acer negundo</i>	1	19.8	0.0	0.0	0.0	Good
861	REMOVE	landmark	Box-elder	<i>Acer negundo</i>	2	9.7	8.0	0.0	0.0	Good
862	*SAVE		White Mulberry	<i>Morus alba</i>	1	14.3	0.0	0.0	0.0	Good
863	*SAVE		Box-elder	<i>Acer negundo</i>	3	16.7	14.1	11.0	0.0	Good
864	REMOVE		White Mulberry	<i>Morus alba</i>	1	15.5	0.0	0.0	0.0	Good
865	*SAVE		White Mulberry	<i>Morus alba</i>	1	6.6	0.0	0.0	0.0	Good
866	*SAVE		White Mulberry	<i>Morus alba</i>	1	6.6	0.0	0.0	0.0	Good
867	*SAVE		Black Walnut	<i>Juglans nigra</i>	1	13.1	0.0	0.0	0.0	Good
868	*SAVE		Black Walnut	<i>Juglans nigra</i>	1	6.7	0.0	0.0	0.0	Good
869	REMOVE		Box-elder	<i>Acer negundo</i>	1	16.2	0.0	0.0	0.0	Good
870	REMOVE		Red Maple	<i>Acer rubrum</i>	1	6.1	0.0	0.0	0.0	Good
871	REMOVE	landmark	Norway Maple	<i>Acer platanoides</i>	1	23.1	0.0	0.0	0.0	Good
872	REMOVE		Black Walnut	<i>Juglans nigra</i>	1	13.3	0.0	0.0	0.0	Good
873	SAVE		Black Walnut	<i>Juglans nigra</i>	1	13.4	0.0	0.0	0.0	Good
874	SAVE		Black Walnut	<i>Juglans nigra</i>	1	8.5	0.0	0.0	0.0	Good
875	*SAVE		Box-elder	<i>Acer negundo</i>	1	10.0	0.0	0.0	0.0	Good
876	*SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	10.2	0.0	0.0	0.0	Good
877	*SAVE		Basswood	<i>Tilia americana</i>	1	18.5	0.0	0.0	0.0	Good
878	SAVE		Basswood	<i>Tilia americana</i>	1	8.4	0.0	0.0	0.0	Good
879	SAVE		Box-elder	<i>Acer negundo</i>	1	11.0	0.0	0.0	0.0	Good
880	SAVE		Box-elder	<i>Acer negundo</i>	1	10.1	0.0	0.0	0.0	Good
881	SAVE		American Elm	<i>Ulmus americana</i>	1	8.1	0.0	0.0	0.0	Good
882	SAVE		Red Pine	<i>Pinus resinosa</i>	1	9.8	0.0	0.0	0.0	Good
883	SAVE		Red Pine	<i>Pinus resinosa</i>	1	11.3	0.0	0.0	0.0	Good
884	SAVE		Red Pine	<i>Pinus resinosa</i>	1	6.7	0.0	0.0	0.0	Good
885	SAVE		Red Pine	<i>Pinus resinosa</i>	1	7.8	0.0	0.0	0.0	Good
886	SAVE		Red Pine	<i>Pinus resinosa</i>	1	11.8	0.0	0.0	0.0	Good
887	SAVE		Red Pine	<i>Pinus resinosa</i>	1	13.0	0.0	0.0	0.0	Good
888	SAVE		Red Pine	<i>Pinus resinosa</i>	1	8.1	0.0	0.0	0.0	Good
889	SAVE		Red Pine	<i>Pinus resinosa</i>	1	8.2	0.0	0.0	0.0	Good
890	SAVE		Red Pine	<i>Pinus resinosa</i>	1	12.6	0.0	0.0	0.0	Good
891	SAVE		White Mulberry	<i>Morus alba</i>	1	6.9	0.0	0.0	0.0	Good
892	SAVE		American Elm	<i>Ulmus americana</i>	1	9.3	0.0	0.0	0.0	Good
893	SAVE		Box-elder	<i>Acer negundo</i>	1	6.6	0.0	0.0	0.0	Good
894	SAVE	landmark	Ginkgo	<i>Ginkgo biloba</i>	1	16.5	0.0	0.0	0.0	Good
895	SAVE		Pin Oak	<i>Quercus pelustris</i>	1	27.0	0.0	0.0	0.0	Good
896	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	12.4	0.0	0.0	0.0	Good
897	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	8.2	0.0	0.0	0.0	Good
898	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	8.2	0.0	0.0	0.0	Good
899	SAVE		Box-elder	<i>Acer negundo</i>	1	16.5	0.0	0.0	0.0	Good
900	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	14.0	0.0	0.0	0.0	Good
901	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	6.7	0.0	0.0	0.0	Good
902	SAVE		Box-elder	<i>Acer negundo</i>	1	6.1	0.0	0.0	0.0	Good
903	SAVE		Sugar Maple	<i>Acer saccharum</i>	1	7.7	0.0	0.0	0.0	Good
904	SAVE		Box-elder	<i>Acer negundo</i>	1	15.8	0.0	0.0	0.0	Good
905	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	7.0	0.0	0.0	0.0	Good
906	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	10.2	0.0	0.0	0.0	Good
907	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	7.1	0.0	0.0	0.0	Good
908	SAVE		Sugar Maple	<i>Acer saccharum</i>	1	17.5	0.0	0.0	0.0	Good
909	SAVE		Sugar Maple	<i>Acer saccharum</i>	1	13.8	0.0	0.0	0.0	Good
910	SAVE	landmark	Wild Black Cherry	<i>Prunus serotina</i>	1	20.1	0.0	0.0	0.0	Good
911	SAVE		Sugar Maple	<i>Acer saccharum</i>	1	6.7	0.0	0.0	0.0	Good
912	SAVE		Bitternut Hickory	<i>Carya cordiformis</i>	1	7.0	0.0	0.0	0.0	Good
913	SAVE		Ironwood	<i>Ostrya virginiana</i>	1	10.0	0.0	0.0	0.0	Good
914	SAVE		Sugar Maple	<i>Acer saccharum</i>	1	9.7	0.0	0.0	0.0	Good
915	SAVE		Wild Black Cherry	<i>Prunus serotina</i>	1	8.0	0.0	0.0	0.0	Fair
916	SAVE		Red Pine	<i>Pinus resinosa</i>	1	13.5	0.0	0.0	0.0	Good
917	SAVE		Red Pine	<i>Pinus resinosa</i>	1	7.9	0.0	0.0	0.0	Good
918	SAVE		Red Pine	<i>Pinus resinosa</i>	1	11.0	0.0	0.0	0.0	Good
919	SAVE		Red Pine	<i>Pinus resinosa</i>	1	9.0	0.0	0.0	0.0	Good
920	SAVE		Red Pine	<i>Pinus resinosa</i>	1	12.5	0.0	0.0	0.0	Good
921	SAVE		Red Pine	<i>Pinus resinosa</i>	1	14.0	0.0	0.0	0.0	Good
922	REMOVE		Norway Maple	<i>Acer platanoides</i>	1	7.9	0.0	0.0	0.0	Good
923	SAVE	landmark	Honey Locust	<i>Gleditsia triacanthos</i>	1	25.4	0.0	0.0	0.0	Good
924	REMOVE		Tree-of-Heaven	<i>Ailanthus altissima</i>	1	17.6	0.0	0.0	0.0	Good
925	REMOVE		Tree-of-Heaven	<i>Ailanthus altissima</i>	1	13.8	0.0	0.0	0.0	Good
926	REMOVE		Blue Spruce	<i>Picea pungens</i>	1	16.8	0.0	0.0	0.0	Fair
927	REMOVE		Tree-of-Heaven	<i>Ailanthus altissima</i>	1	9.7	0.0	0.0	0.0	Good
928	REMOVE	landmark	Sugar Maple	<i>Acer saccharum</i>	1	19.1	0.0	0.0	0.0	Good
929	SAVE		Apple	<i>Malus pumila</i>	1	8.4	0.0	0.0	0.0	Good
930	REMOVE		White Mulberry	<i>Morus alba</i>	1	8.6	0.0	0.0	0.0	Good
931	REMOVE		Blue Spruce	<i>Picea pungens</i>	1	14.6	0.0	0.0	0.0	Fair
932	REMOVE	landmark	Honey Locust	<i>Gleditsia triacanthos</i>	1	28.7	0.0	0.0	0.0	Good
933	REMOVE	landmark	English Walnut	<i>Juglans regia</i>	2	25.3	24.0	0.0	0.0	Good
934	REMOVE	landmark	English Walnut	<i>Juglans regia</i>	1	20.1	0.0	0.0	0.0	Good
935	REMOVE	landmark	Sycamore	<i>Platanus occidentalis</i>	1	25.0	0.0	0.0	0.0	Good
936	REMOVE	landmark	Katsura Tree	<i>Cercidiphyllum spp.</i>	1	24.2	0.0	0.0	0.0	Good
937	REMOVE		Red Pine	<i>Pinus resinosa</i>	1	14.6	0.0	0.0	0.0	Good
938	REMOVE		Box-elder	<i>Acer negundo</i>	1	6.8	0.0	0.0	0.0	Good
939	REMOVE		Box-elder	<i>Acer negundo</i>	1	7.0	0.0	0.0	0.0	Good
940	REMOVE	landmark	Honey Locust	<i>Gleditsia triacanthos</i>	1	32.2	0.0	0.0	0.0	Good
941	REMOVE	landmark	Norway Maple	<i>Acer platanoides</i>	2	21.6	21.2	0.0	0.0	Good
942	REMOVE		Wild Black Cherry	<i>Prunus serotina</i>	1	15.2	0.0	0.0	0.0	Good
943	REMOVE		Box-elder	<i>Acer negundo</i>	1	10.5	0.0	0.0	0.0	Good
944	REMOVE	landmark	Black Walnut	<i>Juglans nigra</i>	1	42.5	0.0	0.0	0.0	Good
945	REMOVE		White Mulberry	<i>Morus alba</i>	1	6.1	0.0	0.0	0.0	Good
946	REMOVE		White Mulberry	<i>Morus alba</i>	1	6.3	0.0	0.0	0.0	Good
947	SAVE	landmark	Silver Maple	<i>Acer saccharinum</i>	5	36.0	21.6	16.0	14.5	Good
948	REMOVE		Box-elder	<i>Acer negundo</i>	1	6.3	0.0	0.0		



LEGAL DESCRIPTIONS (DEVON TITLE AGENCY)

Land situated in the City of Farmington Hills, County of Oakland, State of MI described as follows:

PARCEL 1: Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, described as: Beginning at a point 170.10 feet due East from the Northwest corner of the Northeast 1/4, Section 11, then North 89°51'50" West 169.96 feet; then North 0°16'00" East 512.80 feet to the point of beginning.

PARCEL 2: That part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, described as: Beginning at a point located due East along the North Section line, 340.06 feet and South 0°16' East 272.90 feet from the North 1/4 corner; then South 0°16' East 238.9 feet; then South 89°51'50" East with a 20 foot easement for water line utilities and ingress and egress over the East 20 feet of the Northerly 273.1 feet of the East 2 acres of the West 6 acres of the following described Parcel: Beginning at the North 1/4 corner of said Section; then South 0°16' East 512 feet; then North 89°51'50" East 849.50 feet; then North 0°16' West 514 feet; then due West 849.50 feet along the North Section line to the point of beginning.

PARCEL 3: Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, more particularly described as follows: Beginning at the Northwest corner of the Northeast 1/4 of the said Section 11, then North 89°51'50" East 170.10 feet; then South 0°16' East 512 feet; then North 89°51'50" West a distance of 170.10 feet; then North 0°16' West a distance of 512.00 feet to the point of beginning.

Commonly known as: 30116 West 13 Mile Road and Vacant Parcels, Farmington Hills, MI 48334-2205
Tax ID: 23-11-201-001; 23-11-201-002 & 23-11-201-021

PARCEL 23-11-201-020
Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East: Beginning at a point distant East 340.06 feet and South 0°16'00" East 272.90 feet from the North 1/4 corner; then North 0°16'00" West 272.90 feet; then East 169.83 feet; then South 0°16'00" West 272.90 feet; then North 89°51'50" East 169.83 feet to the point of beginning.

TITLE NOTES

SUBJECT TO:
14. EASEMENT AS DISCLOSED BY INSTRUMENT RECORDED IN UBER 13587, PAGE 80, OAKLAND COUNTY RECORDS. [NOT PLOTTED - DOCUMENT NOT PROVIDED TO SURVEYOR]
ALL EXCEPTIONS SHOWN OR NOTED ON THIS SURVEY WERE OBTAINED FROM TITLE COMMITMENT NO. 247112 WITH A COMMITMENT DATE OF OCTOBER 20, 2014. ISSUED BY OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY.

BASIS OF BEARING NOTE

THE BASIS OF BEARING FOR THIS SURVEY WAS ESTABLISHED BY THE RECORD LEGAL DESCRIPTION.

ACCESS NOTE

THE SUBJECT LAND HAS DIRECT VEHICLE AND PEDESTRIAN ACCESS TO W. 13 MILE ROAD A PUBLICLY DEDICATED RIGHT OF WAY.

UTILITY NOTE

ALL UTILITIES ARE UNDERGROUND UNLESS OTHERWISE NOTED. THE UTILITIES SHOWN ON THIS SURVEY WERE DETERMINED BY FIELD OBSERVATION. ALL LOCATIONS ARE APPROXIMATE. THE LOCATION OF ANY OTHER UNDERGROUND SERVICES WHICH MAY EXIST CAN ONLY BE DEPICTED IF A UTILITY PLAN IS FURNISHED TO THE SURVEYOR.

FLOOD HAZARD NOTE

THE PROPERTY DESCRIBED ON THIS SURVEY DOES NOT LIE WITHIN A SPECIAL FLOOD HAZARD AREA AS DEFINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY. THE PROPERTY LIES WITHIN ZONE X OF THE CURRENT AVAILABLE FLOOD INSURANCE RATE MAP IDENTIFIED AS MAP NO. 26125C0513F BEARING AN EFFECTIVE DATE OF 09-29-2006.

TOPOGRAPHIC SURVEY NOTES

ALL ELEVATIONS ARE EXISTING ELEVATIONS, UNLESS OTHERWISE NOTED.
UTILITY LOCATIONS WERE OBTAINED FROM MUNICIPAL OFFICIALS AND RECORDS OF UTILITY COMPANIES, AND NO GUARANTEE CAN BE MADE TO THE COMPLETENESS, OR EXACTNESS OF LOCATION.

LEGEND

MANHOLE	EXISTING SANITARY SEWER
HYDRANT	EXISTING SAN. CLEAN OUT
MANHOLE	EXISTING WATER MAIN
CATCH BASIN	EXISTING STORM SEWER
EX. R.Y. CATCH BASIN	
EXISTING BURIED CABLES	
OVERHEAD LINES	
LIGHT POLE	
SIGN	
EXISTING GAS MAIN	

NF ENGINEERS
CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257
WWW.NFE-ENGR.COM

SEAL

PATRICK J. WILLIAMS
ENGINEER NO. 44351
STATE OF MICHIGAN

PROJECT
The Tabernacle
P.U.D.

CLIENT
The Baptist Manor
30301 W 13 Mile
Farmington Hills, MI 48334

Contact:
Ryan Doelle
Phone: (248) 842-9106
Email: r.doelle@the-baptistmanor.org

PROJECT LOCATION
Part of the NE 1/4
of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

SHEET
Boundary / Topographic /
Tree Survey - West

811
Know what's below
Call before you dig.

DATE	ISSUED/REVISED
10-23-24	REVISED PER P.C.
12-16-24	REVISED PER CLIENT
02-21-25	REVISED PER CLIENT
03-10-25	REVISED PER CLIENT
03-18-25	REVISED PER CLIENT

DRAWN BY:

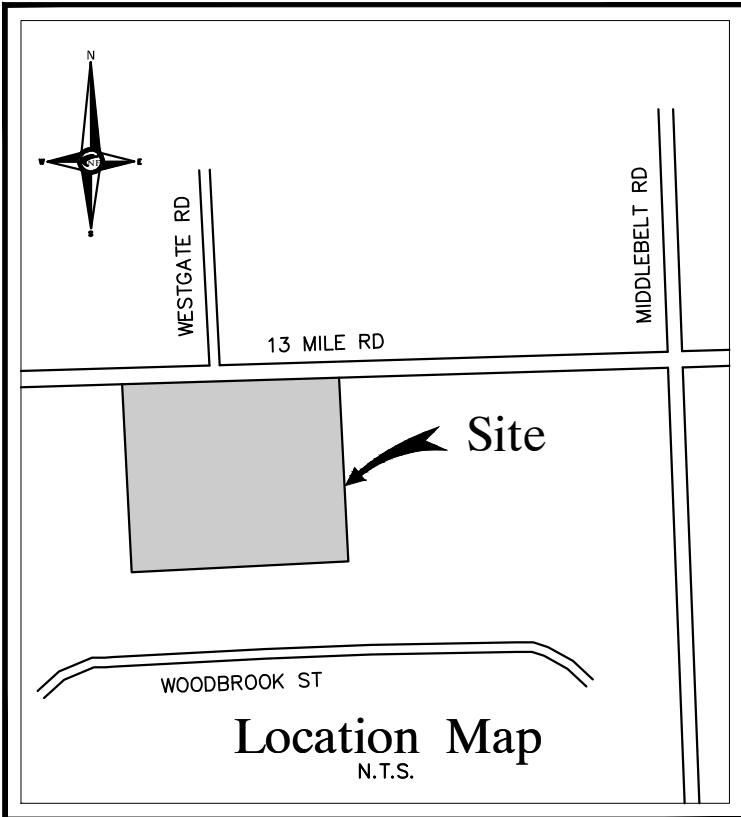
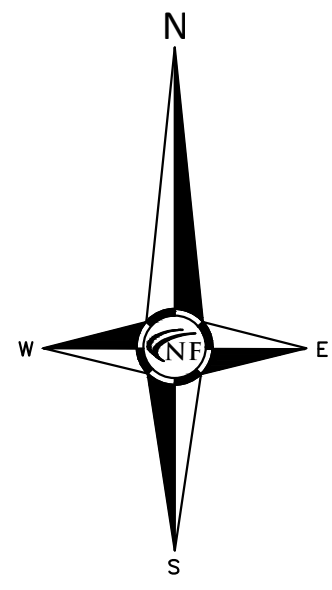
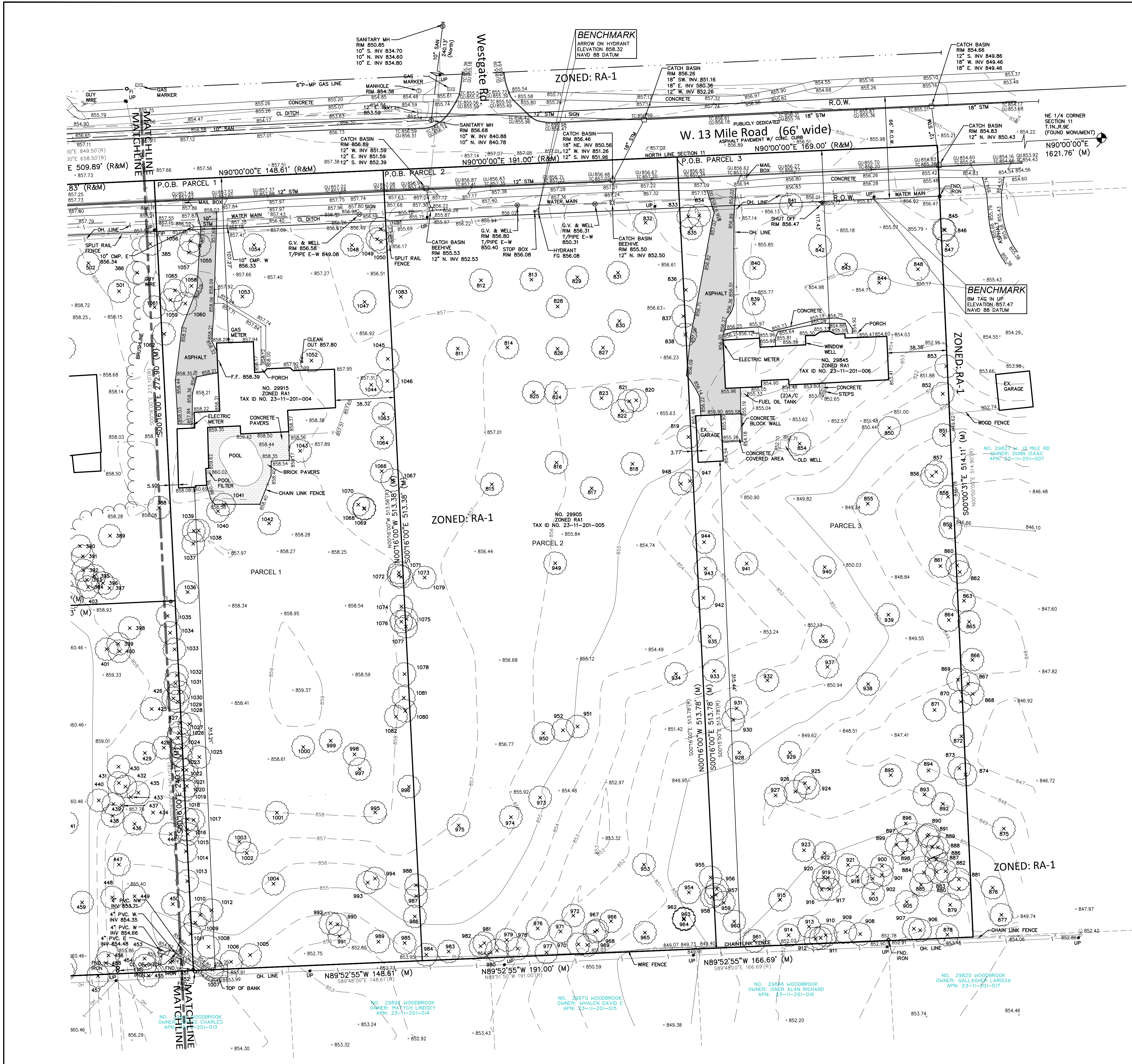
DESIGNED BY:

APPROVED BY:
P. Williams

DATE:
09-12-2024

SCALE: 1" = 30'

NFE JOB NO. N423-02
SHEET NO. SP-02



LEGAL DESCRIPTION

LAND IN THE CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MI, DESCRIBED AS FOLLOWS:

PARCEL 1:
TOWN 1 NORTH, RANGE 9 EAST, SECTION 11, PART OF THE NORTHEAST 1/4 BEGINNING AT A POINT DISTANT EAST 509.89 FEET FROM THE NORTH 1/4 CORNER, THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.50 FEET; THENCE SOUTH 89 DEGREES 48 MINUTES 00 SECONDS EAST 148.61 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.50 FEET; THENCE WEST 148.61 FEET TO BEGINNING.

TAX ID NO. 23-11-201-004

PARCEL 2:
PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN, BEGINNING AT A POINT DISTANT EAST 658.50 FEET FROM THE NORTH 1/4 CORNER; THENCE EAST 191 FEET; THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.78 FEET; THENCE NORTH 89 DEGREES 51 MINUTES 50 SECONDS WEST 191 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET TO BEGINNING.

TAX ID NO. 23-11-201-005

PARCEL 3:
THE WEST 1/2 OF THE FOLLOWING DESCRIBED PREMISES: PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, MICHIGAN, COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST 1/4 OF THE SAID SECTION 11; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 849.50 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 338.00 FEET; THENCE SOUTH 00 DEGREES 15 MINUTES 00 SECONDS WEST, A DISTANCE OF 514.90 FEET; THENCE NORTH 89 DEGREES 48 MINUTES 10 SECONDS WEST, A DISTANCE OF 333.38 FEET; THENCE NORTH 00 DEGREES 15 MINUTES 50 SECONDS WEST, A DISTANCE OF 513.78 FEET TO THE POINT OF BEGINNING.

TAX ID NO. 23-11-201-006

BASIS OF BEARING NOTE

THE BASIS OF BEARING FOR THIS SURVEY WAS ESTABLISHED BY THE RECORD LEGAL DESCRIPTION.

ACCESS NOTE

THE SUBJECT LAND HAS DIRECT VEHICLE AND PEDESTRIAN ACCESS TO W. 13 MILE ROAD A PUBLICLY DEDICATED RIGHT OF WAY.

CEMETERY NOTE

THERE WAS NO OBSERVABLE EVIDENCE OF CEMETERIES OR BURIAL GROUNDS WITHIN THE SUBJECT PROPERTY.

UTILITY NOTE

ALL UTILITIES ARE UNDERGROUND UNLESS OTHERWISE NOTED. THE UTILITIES SHOWN ON THIS SURVEY WERE DETERMINED BY FIELD OBSERVATION. ALL LOCATIONS ARE APPROXIMATE. THE LOCATION OF ANY OTHER UNDERGROUND SERVICES WHICH MAY EXIST CAN ONLY BE DEPICTED IF A UTILITY PLAN IS FURNISHED TO THE SURVEYOR.

NOTE: DTE HAS NEW REGULATIONS THAT MAY IMPACT DEVELOPMENT OUTSIDE THEIR EASEMENT OR THE PUBLIC RIGHT OF WAY. CLIENT SHALL CONTACT DTE TO DETERMINE THE NEW STRUCTURES AND POWER LINE REQUIREMENTS AS THEY MAY APPLY TO ANY FUTURE BUILDING OR RENOVATION OF A STRUCTURE. DTE ENERGY CAN BE CONTACTED AT 800-477-4747

FLOOD HAZARD NOTE

THE PROPERTY DESCRIBED ON THIS SURVEY DOES NOT LIE WITHIN A SPECIAL FLOOD HAZARD AREA AS DEFINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY. THE PROPERTY LIES WITHIN ZONE X OF THE CURRENT AVAILABLE FLOOD INSURANCE RATE MAP IDENTIFIED AS MAP NO. 26125C0513F BEARING AN EFFECTIVE DATE OF 09-28-2006.

TOPOGRAPHIC SURVEY NOTES

ALL ELEVATIONS ARE EXISTING ELEVATIONS, UNLESS OTHERWISE NOTED.

UTILITY LOCATIONS WERE OBTAINED FROM MUNICIPAL OFFICIALS AND RECORDS OF UTILITY COMPANIES, AND NO GUARANTEE CAN BE MADE TO THE COMPLETENESS, OR EXACTNESS OF LOCATION.

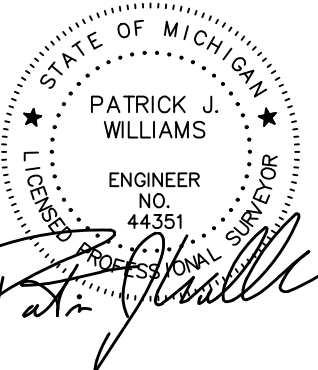
LEGEND

MANHOLE	EXISTING SANITARY SEWER
HYDRANT	EXISTING SAN. CLEAN OUT
MANHOLE	EXISTING WATER MAIN
MANHOLE	EXISTING STORM SEWER
UTILITY POLE	EX. R.Y. CATCH BASIN
GUY POLE	EXISTING BURIED CABLES
GUY WIRE	OVERHEAD LINES
SIGN	LIGHT POLE
EXISTING GAS MAIN	

NF
ENGINEERS
CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257
WWW.NFE-ENGR.COM

SEAL



PROJECT

Mulberry Park
P.U.D.

CLIENT

Schafer Development
31400 Northwestern
Highway, Suite H
Farmington Hills, MI 48334

Contact:

Spencer Schafer
Tel. (248) 613-6262

PROJECT LOCATION

Part of the NE 1/4
of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

SHEET

Boundary / Topographic /
Tree Survey - East



DATE ISSUED/REVISED

10-23-24	REVISED PER P.C.
12-16-24	REVISED PER CLIENT
02-21-25	REVISED PER CLIENT
03-10-25	REVISED PER CLIENT
03-18-25	REVISED PER CLIENT

DRAWN BY:

DESIGNED BY:

APPROVED BY:

P. Williams

DATE:

09-12-2024

SCALE: 1" = 30'

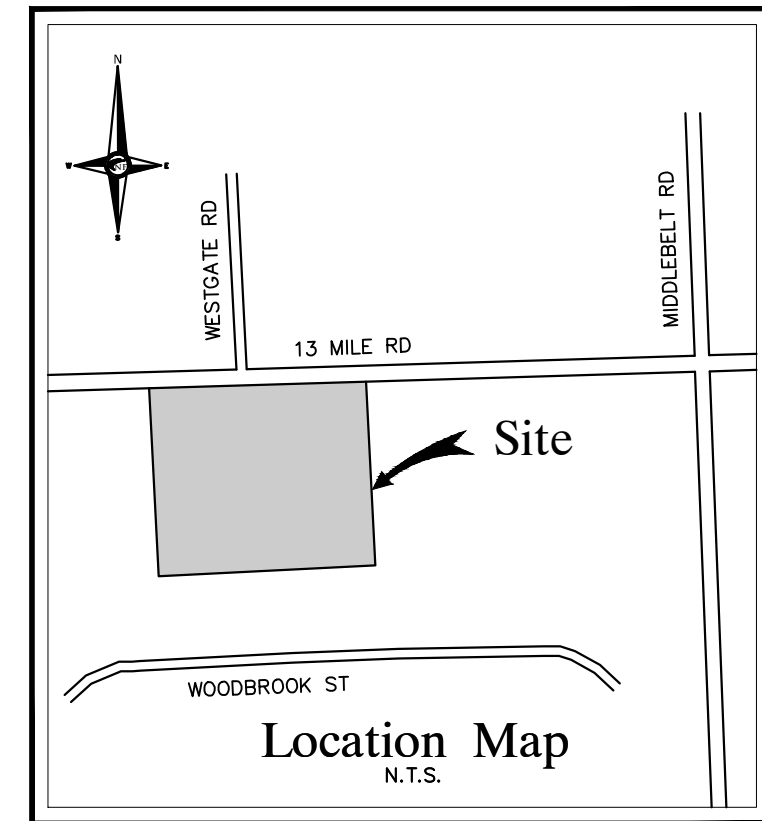
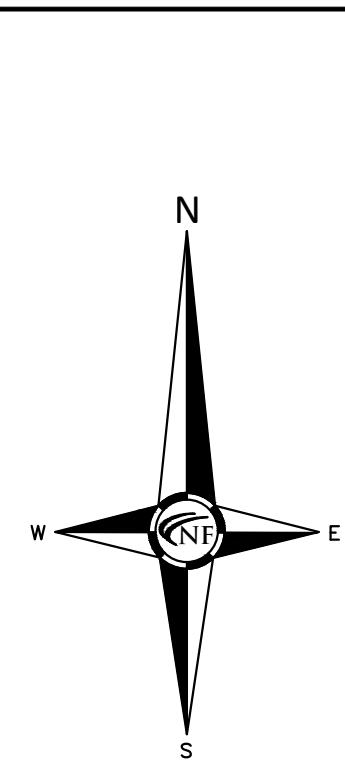
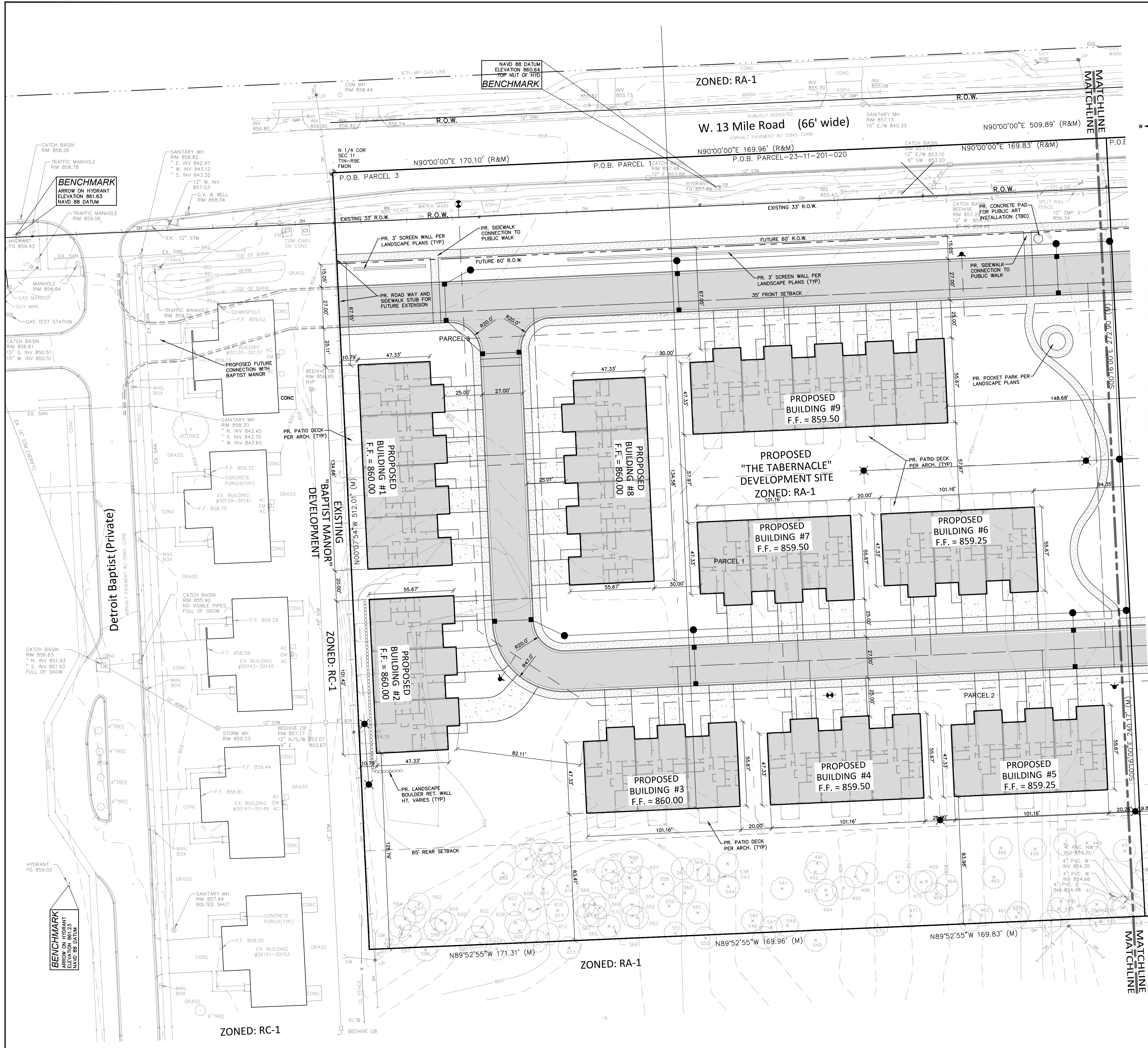
30 15 0 15 30 45

NFE JOB NO.

N423-04

SHEET NO.

SP-03



LEGAL DESCRIPTIONS (DEVON TITLE AGENCY)

Land situated in the City of Farmington Hills, County of Oakland, State of MI described as follows:

PARCEL 1: Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, described as: Beginning at a point 170.10 feet due East from the Northwest corner of the Northeast 1/4, Section 11, Town 1 North, Range 9 East; thence due East 169.96 feet; thence South 0°16'00" East, 512.80 feet; thence North 89°51'50" West 169.96 feet; thence North 0°16'00" West 512.40 feet to the point of beginning.

PARCEL 2: That part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, described as: Beginning at a point located due East along the North Section line, 340.06 feet and South 0°16' East 272.9 feet from the North 1/4 corner; thence South 0°16' East 239.9 feet; thence South 89°51'50" East with a 20 foot easement for water line utilities and ingress and egress over the East 20 feet of the Northerly 273.1 feet of the East 2 acres of the West 6 acres of the following described Parcel; Beginning at the North 1/4 corner of said Section; thence South 0°16' East 512 feet; thence North 89°51'50" East 849.50 feet; thence North 0°16' West 514 feet; thence due West 849.50 feet along the North Section line to the point of beginning.

PARCEL 3: Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East, more particularly described as follows: Beginning at the Northwest corner of the Northeast 1/4 of the said Section 11, Town 1 North, Range 9 East; thence due East along the centerline of the 13 Mile Road a distance of 169.83 feet; thence South 0°16'00" East a distance of 512.40 feet; thence North 89°51'50" West a distance of 170.10 feet; thence North 0°16'00" West a distance of 512.00 feet to the point of beginning.

Commonly known as: 30115 West 13 Mile Road and Vacant Parcels, Farmington Hills, MI 48334-2205
Tax ID: 23-11-201-001; 23-11-201-002 & 23-11-201-021

PARCEL-23-11-201-020
Part of the Northeast 1/4 of Section 11, Town 1 North, Range 9 East: Beginning at a point distant East 340.06 feet and South 0°16'00" East 272.90 feet from the North 1/4 corner; thence North 0°16'00" West 272.90 feet; thence East 169.83 feet; thence South 0°16'00" East 273.10 feet; thence West 169.83 feet to beginning.

Commonly known as: 30005 W. 13 Mile Road, Farmington Hills, MI 48334
Parcel ID: 23-11-201-020

SITE DATA

PARCEL 1 GROSS LAND AREA: 87,111 S.F. OR 1.200 ACRES.
PARCEL 2 GROSS LAND AREA: 40,757 S.F. OR 0.936 ACRES.
PARCEL 3 GROSS LAND AREA: 87,433 S.F. OR 2.007 ACRES.
PARCEL -020 GROSS LAND AREA: 46,346 S.F. OR 1.064 ACRES.

ZONED: RA-1 (RESIDENTIAL DISTRICT)
BUILDING SETBACKS:
FRONT= 40'
SIDES= ONE 10'/25' TWO
REAR= 35'

MAX. LOT COVERAGE = 25% PROVIDED COVERAGE = 23%
MAX. BUILDING HEIGHT PERMITTED: N/A

TOTAL STRIPPED PARKING: 0 STRIPPED SPACES INCLUDING 0 BARRIER FREE (HANDICAP) SPACES.

THE ABOVE ZONING AND ZONING REQUIREMENTS WERE OBTAINED FROM THE CITY OF FARMINGTON HILLS ONLINE ZONING MAP AND ZONING ORDINANCE.

NOTE: THE SETBACKS & HEIGHT RESTRICTIONS NOTED ABOVE ARE FOR REFERENCE PURPOSES ONLY AND SHOULD NOT BE USED FOR DESIGN OR CONSTRUCTION AND SHOULD NOT BE USED TO DETERMINE COMPLIANCE. A SURVEYOR CANNOT MAKE A CERTIFICATION ON THE BASIS OF AN INTERPRETATION OR OPINION OF ANOTHER PARTY. A ZONING ENDORSEMENT LETTER SHOULD BE OBTAINED FROM FARMINGTON HILLS TO INSURE CONFORMITY AS WELL AS MAKE A FINAL DETERMINATION OF THE REQUIRED BUILDING SETBACK & HEIGHT REQUIREMENTS.

PAVING LEGEND

	PROPOSED CONCRETE PAVEMENT
	PROPOSED ASPHALT PAVEMENT

LEGEND

	EXISTING SANITARY SEWER
	SAN. CLEAN OUT
	EXISTING WATERMAIN
	EXISTING STORM SEWER
	EX. R. Y. CATCH BASIN
	EXISTING BURIED CABLES
	OVERHEAD LINES
	LIGHT POLE
	SIGN
	EXISTING GAS MAIN
	PR. SANITARY SEWER
	PR. WATER MAIN
	PR. STORM SEWER
	PR. R. Y. CATCH BASIN
	PROPOSED LIGHT POLE
	PR. TOP OF CURB ELEVATION
	PR. GUTTER ELEVATION
	PR. TOP OF WALK ELEVATION
	PR. TOP OF PWMT. ELEVATION
	FINISH GRADE ELEVATION

NF

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SEAL

PATRICK J. WILLIAMS
ENGINEER
NO. 44351
STATE OF MICHIGAN
CIVIL ENGINEER

PROJECT
The Tabernacle
P.U.D.

CLIENT
The Baptist Manor
30301 W 13 Mile
Farmington Hills, MI 48334

Contact:
Ryan Doelle
Phone: (248) 842-9106
Email: r.doelle@thebaptistmanor.org

PROJECT LOCATION
Part of the NE 1/4
of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

SHEET
General Site Plan - West

Know what's below
Call before you dig.

DATE	ISSUED/REVISED
10-23-24	REVISED PER P.C.
12-16-24	REVISED PER P.C.
02-21-25	REVISED PER CLIENT
03-10-25	REVISED PER CLIENT
03-18-25	REVISED PER CLIENT

DRAWN BY:
A. Wiseman

DESIGNED BY:
A. Wiseman

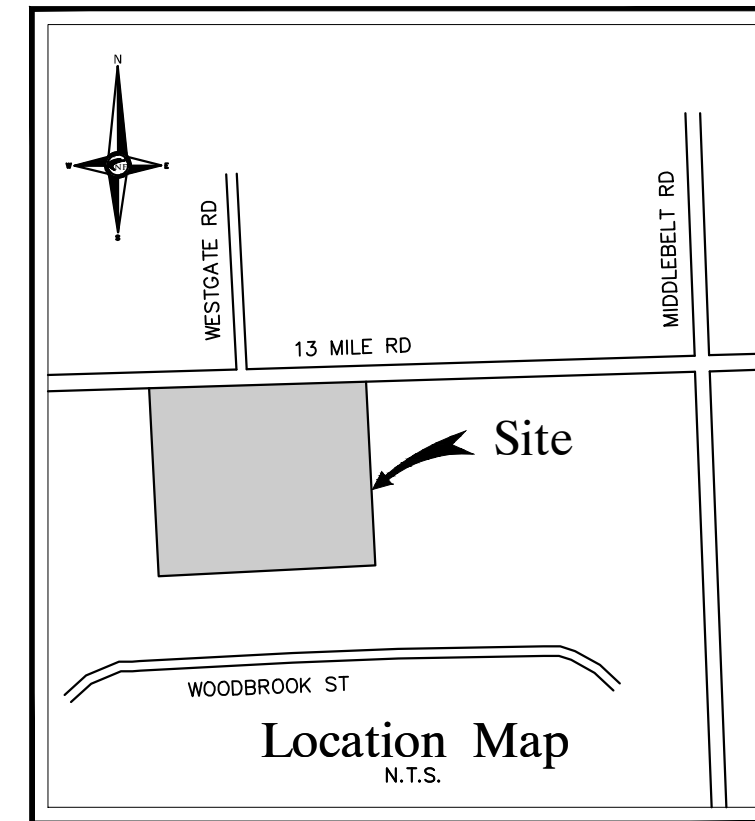
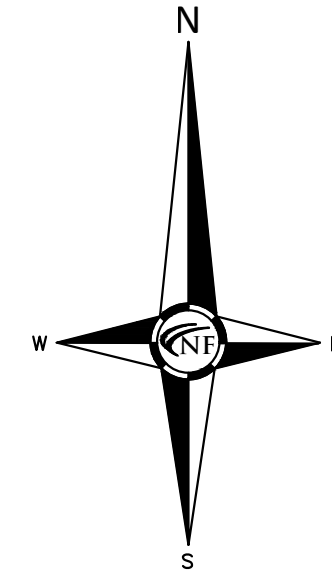
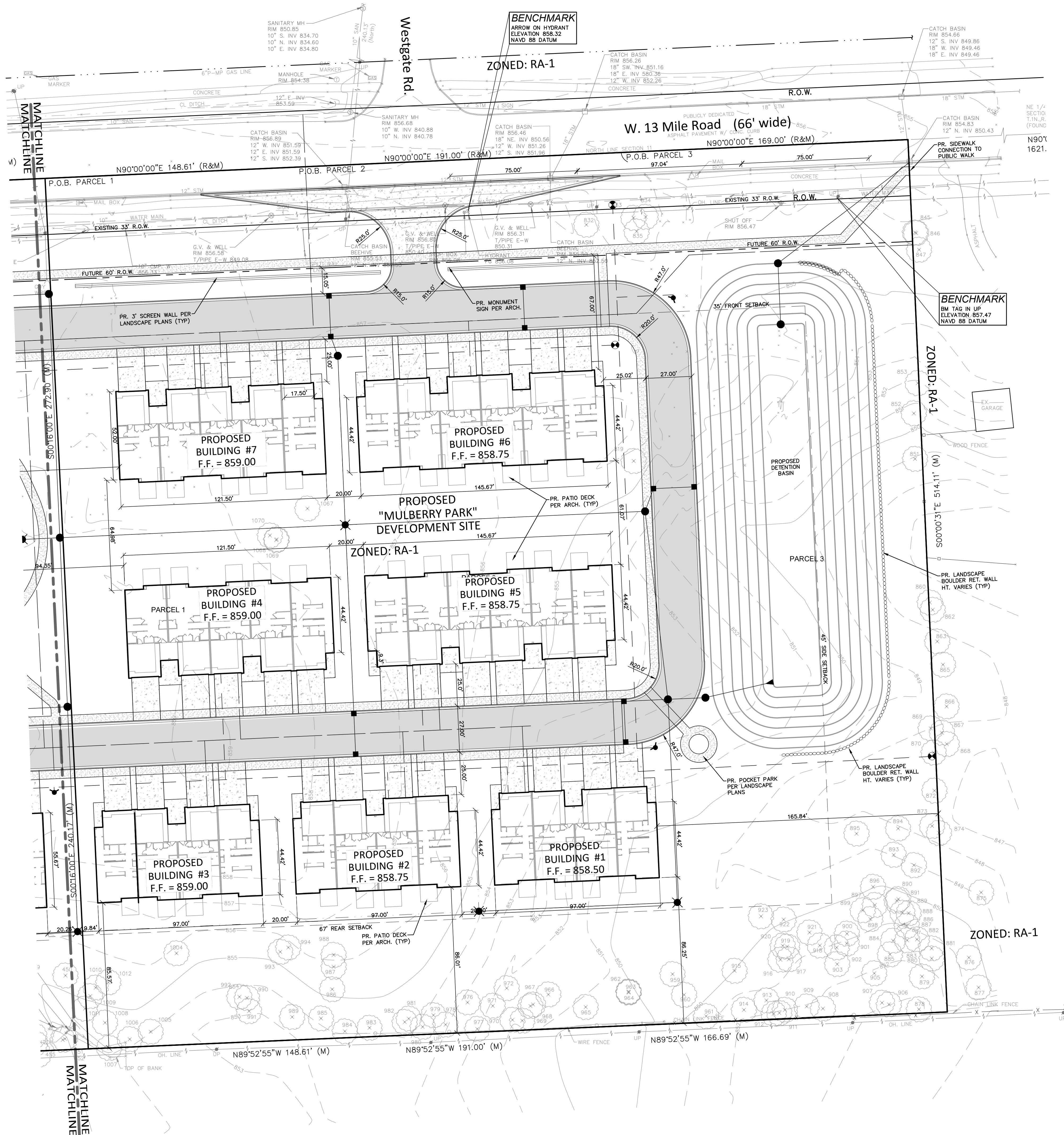
APPROVED BY:
P. Williams

DATE:
09-12-2024

SCALE: 1" = 30'

NFE JOB NO.
N423-02

SHEET NO.
SP-04



LEGAL DESCRIPTION
LAND IN THE CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MI,
DESCRIBED AS FOLLOWS:

PARCEL 1:
TOWN 1 NORTH, RANGE 9 EAST, SECTION 11, PART OF THE
NORTHEAST 1/4 BEGINNING AT A POINT DISTANT EAST 509.89 FEET
FROM THE NORTH 1/4 CORNER, THENCE SOUTH 00 DEGREES 16
MINUTES 00 SECONDS EAST 513.20 FEET; THENCE SOUTH 89
DEGREES 48 MINUTES 00 SECONDS EAST 148.61 FEET; THENCE
NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET;
THENCE WEST 148.61 FEET TO BEGINNING.

PARCEL 2:
PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH,
RANGE 9 EAST, CITY OF FARMINGTON HILLS, OAKLAND COUNTY,
MICHIGAN, BEGINNING AT A POINT DISTANT EAST 658.50 FEET FROM
THE NORTH 1/4 CORNER; THENCE EAST 191 FEET; THENCE SOUTH
00 DEGREES 16 MINUTES 00 SECONDS EAST 513.78 FEET; THENCE
NORTH 89 DEGREES 51 MINUTES 50 SECONDS WEST 191 FEET;
THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56
FEET TO BEGINNING.

PARCEL 3:
THE WEST 1/2 OF THE FOLLOWING DESCRIBED PREMISES: PART OF
THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9
EAST, MICHIGAN; COMMENCING AT THE NORTHWEST CORNER OF THE
NORTHEAST 1/4 OF THE SAID SECTION 11; THENCE DUE EAST
ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF
849.50 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION;
THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE
ROAD, A DISTANCE OF 338.00 FEET; THENCE SOUTH 00 DEGREES
15 MINUTES 00 SECONDS WEST, A DISTANCE OF 514.90 FEET;
THENCE NORTH 89 DEGREES 48 MINUTES 10 SECONDS WEST, A
DISTANCE OF 333.38 FEET; THENCE NORTH 00 DEGREES 15
MINUTES 50 SECONDS WEST, A DISTANCE OF 513.78 FEET TO THE
POINT OF BEGINNING.

BASIS OF BEARING NOTE
THE BASIS OF BEARING FOR THIS SURVEY WAS ESTABLISHED BY
THE RECORD LEGAL DESCRIPTION.

SITE DATA
PARCEL 1 GROSS LAND AREA: 76,269 S.F. OR 1.750 ACRES.
PARCEL 2 GROSS LAND AREA: 86,021 S.F. OR 2.250 ACRES.
PARCEL 3 GROSS LAND AREA: 86,259 S.F. OR 1.980 ACRES.

ZONED: RA1 (RESIDENTIAL DISTRICT)
BUILDING SETBACKS:
FRONT= 40'
SIDES= ONE 10'/25' TWO
REAR= 35'

MAX. LOT COVERAGE = 25% PROVIDED COVERAGE = 19%
MAX. BUILDING HEIGHT PERMITTED: N/A
**TOTAL STRIPED PARKING: 0 STRIPED SPACES INCLUDING 0
BARRIER FREE (HANDICAP) SPACES.**

THE ABOVE ZONING AND ZONING REQUIREMENTS WERE OBTAINED
FROM THE CITY OF FARMINGTON HILLS ONLINE ZONING MAP AND
ZONING ORDINANCE.

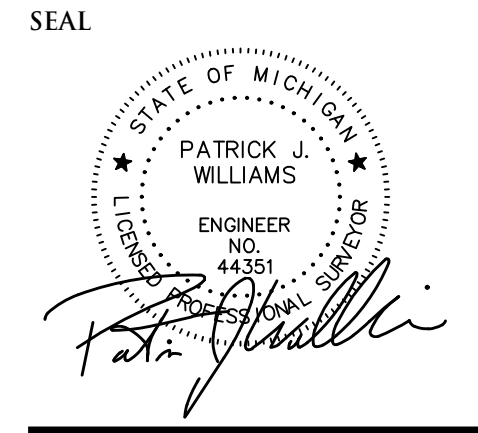
NOTE: THE SETBACKS & HEIGHT RESTRICTIONS NOTED ABOVE ARE
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DESIGN OR CONSTRUCTION AND SHOULD NOT BE USED TO
DETERMINE COMPLIANCE. A SURVEYOR CANNOT MAKE A
CERTIFICATION ON THE BASIS OF AN INTERPRETATION OR OPINION
OF ANOTHER PARTY. A ZONING ENDORSEMENT LETTER SHOULD BE
OBTAINED FROM FARMINGTON HILLS TO INSURE CONFORMITY AS
WELL AS MAKE A FINAL DETERMINATION OF THE REQUIRED
BUILDING SETBACK & HEIGHT REQUIREMENTS.

PAVING LEGEND	
	PROPOSED CONCRETE PAVEMENT
	PROPOSED ASPHALT PAVEMENT

LEGEND	
	EXISTING SANITARY SEWER
	SAN. CLEAN OUT
	EXISTING WATERMAIN
	EXISTING STORM SEWER
	EX. R. Y. CATCH BASIN
	EXISTING BURIED CABLES
	OVERHEAD LINES
	LIGHT POLE
	SIGN
	EXISTING GAS MAIN
	PR. SANITARY SEWER
	PR. WATER MAIN
	PR. STORM SEWER
	PR. R. Y. CATCH BASIN
	PROPOSED LIGHT POLE
	PR. TOP OF CURB ELEVATION
	PR. GUTTER ELEVATION
	PR. TOP OF WALK ELEVATION
	PR. TOP OF PWMT. ELEVATION
	FINISH GRADE ELEVATION

NF
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PROJECT
Mulberry Park
P.U.D.

CLIENT
Schafer Development
31400 Northwestern
Highway, Suite H
Farmington Hills, MI 48334

Contact:
Spencer Schafer
Tel. (248) 613-6262

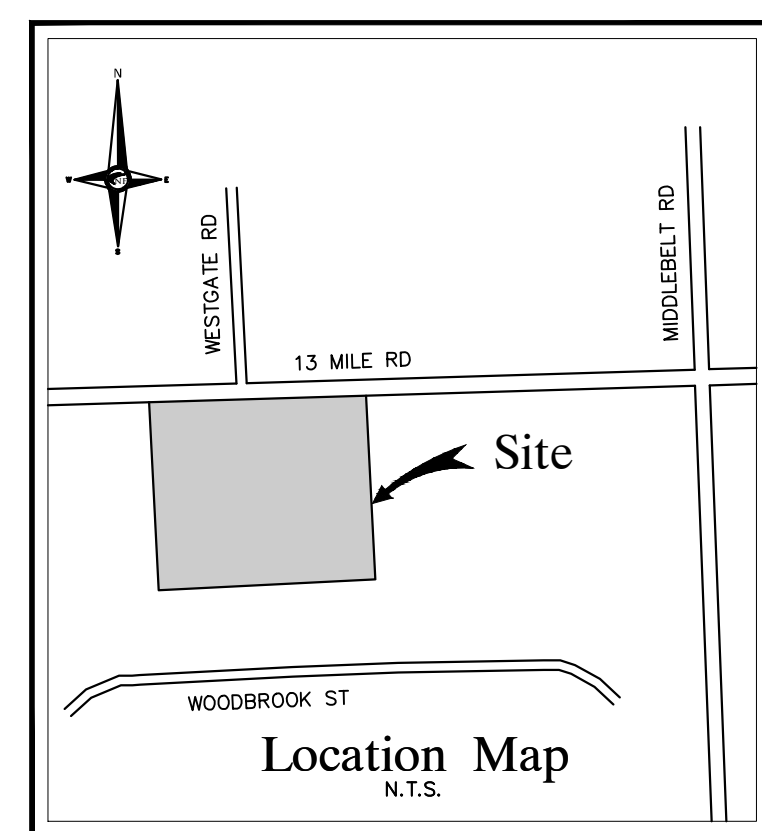
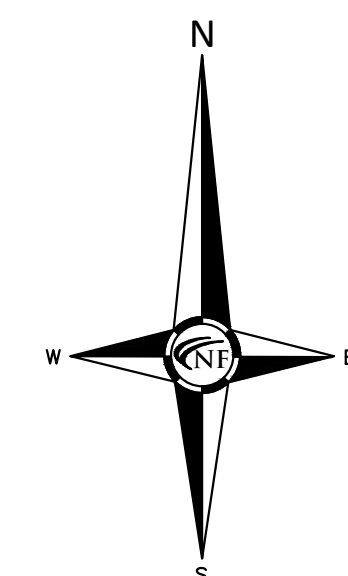
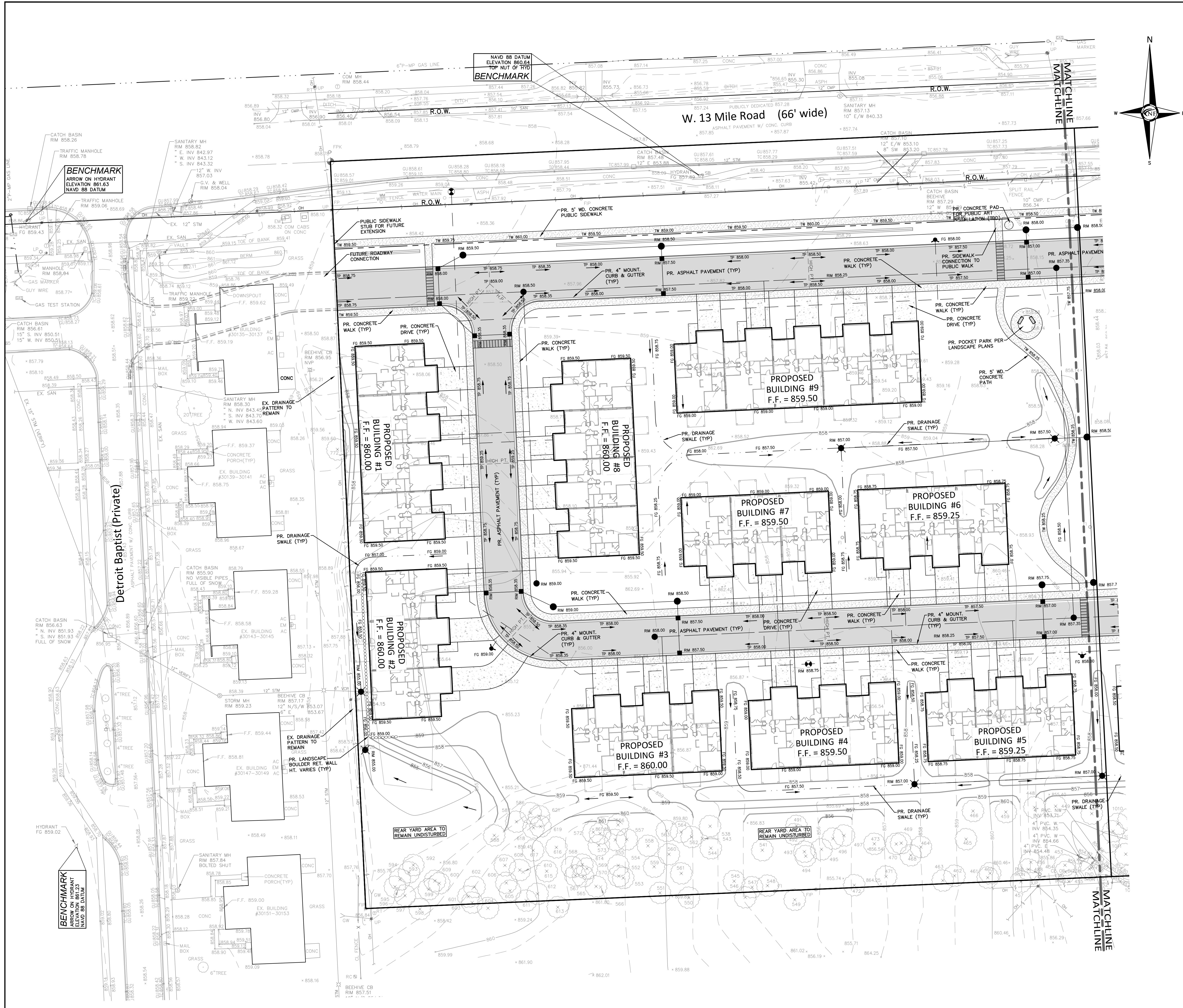
PROJECT LOCATION
Part of the NE 1/4
of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

SHEET
General Site Plan - East



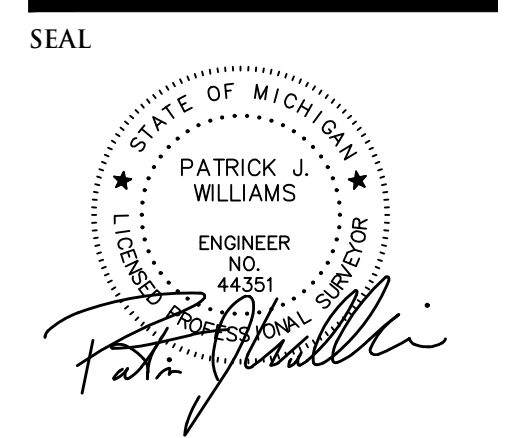
DATE	ISSUED/REVISED
10-23-24	REVISED PER P.C.
12-16-24	REVISED PER CLIENT
02-21-25	REVISED PER CLIENT
03-10-25	REVISED PER CLIENT
03-18-25	REVISED PER CLIENT

DRAWN BY:
A. Wiseman
DESIGNED BY:
A. Wiseman
APPROVED BY:
P. Williams
DATE:
09-12-2024
SCALE: 1" = 30'
30 15 0 15 30 45
NFE JOB NO. **SHEET NO.**
N423-04 **SP-05**



NF ENGINEERS
CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257
WWW.NFE-ENGR.COM



PROJECT
The Baptist Manor
P.U.D.

CLIENT
The Baptist Manor
30301 W 13 Mile
Farmington Hills, MI 48334

Contact:
Ryan Doelle
Phone: (248) 842-9106
Email: r.doelle@thebaptistmanor.org

PROJECT LOCATION
Part of the NE 1/4
of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

SHEET
Paving and Grading
Plan - West



DATE	ISSUED/REVISED
10-23-24	REVISED PER P.C.
12-16-24	REVISED PER CLIENT
02-21-25	REVISED PER CLIENT
03-10-25	REVISED PER CLIENT
03-18-25	REVISED PER CLIENT

DRAWN BY:
A. Wiseman

DESIGNED BY:
A. Wiseman

APPROVED BY:
P. Williams

DATE:
09-12-2024

SCALE: 1" = 30'

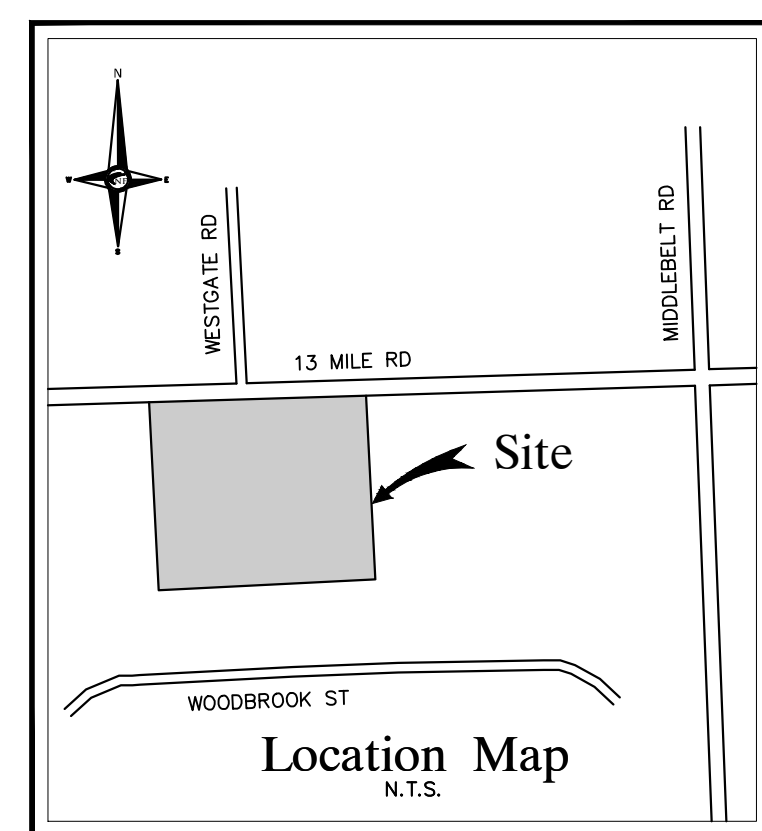
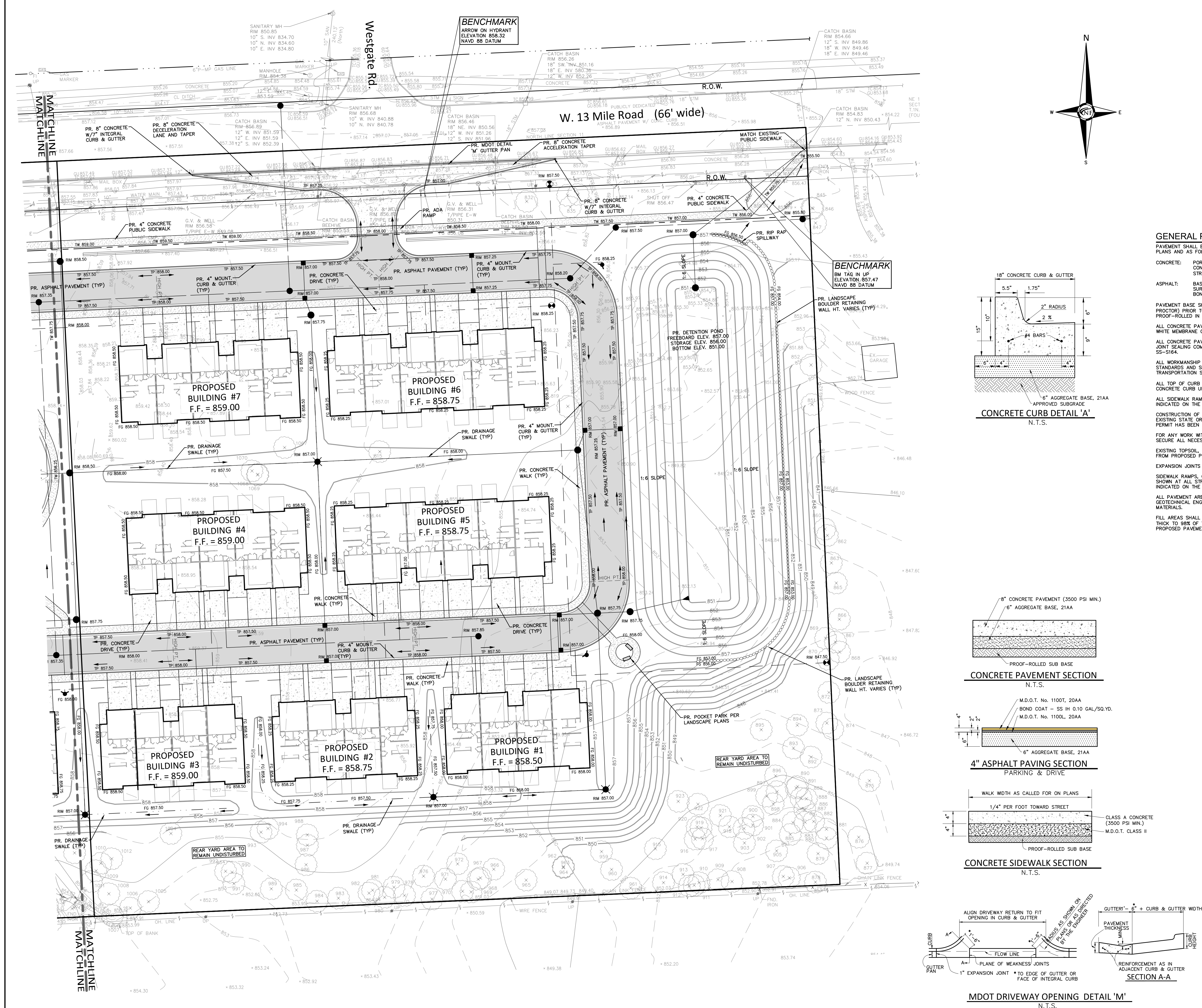
NFE JOB NO. SHEET NO.
N423-02 SP-06

PAVING LEGEND

	PROPOSED CONCRETE PAVEMENT
	PROPOSED ASPHALT PAVEMENT

LEGEND

	MANHOLE		EXISTING SANITARY SEWER
	HYDRANT		SAN. CLEAN OUT
	MANHOLE GATE VALVE		EXISTING WATERMAIN
	MANHOLE CATCH BASIN		EXISTING STORM SEWER
	UTILITY POLE		EX. R. Y. CATCH BASIN
	GUY POLE		EXISTING BURIED CABLES
	GUY WIRE		OVERHEAD LINES
	LIGHT POLE		SIGN
	EXISTING GAS MAIN		PR. SANITARY SEWER
	C.O. MANHOLE		PR. WATER MAIN
	HYDRANT GATE VALVE		PR. STORM SEWER
	INLET C.B. MANHOLE		PR. R. Y. CATCH BASIN
	PROPOSED LIGHT POLE		PR. TOP OF CURB ELEVATION
	TC 600.00		PR. GUTTER ELEVATION
	GU 600.00		PR. TOP OF WALK ELEVATION
	TW 600.00		PR. TOP OF PWMT ELEVATION
	TP 600.00		FINISH GRADE ELEVATION
	FG 600.00		



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GENERAL PAVING NOTES

PAVEMENT SHALL BE OF THE TYPE, THICKNESS AND CROSS SECTION AS INDICATED ON THE PLANS AND AS FOLLOWS:

CONCRETE: PORTLAND CEMENT TYPE IA (AIR-ENTAINED) WITH A MINIMUM CEMENT CONTENT OF SIX SACKS PER CUBIC YARD, MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 3,500 PSI AND A SLUMP OF 1 1/2 TO 3 INCHES.

ASPHALT: BASE COURSE - MDT BITUMINOUS MIXTURE HMA, 4E ML; SURFACE COURSE - MDT BITUMINOUS MIXTURE HMA, 5E ML; BOND COAT - MDT SS-1H EMULSION AT 0.10 GALLON PER SQUARE YARD;

PAVEMENT BASE SHALL BE COMPACTED TO 95% OF THE MAXIMUM DENSITY (MODIFIED PROCTOR) PRIOR TO PLACEMENT OF PROPOSED PAVEMENT. EXISTING SUB-BASE SHALL BE PROOF-ROLLED IN THE PRESENCE OF THE ENGINEER TO DETERMINE STABILITY.

ALL CONCRETE PAVEMENT, DRIVEWAYS, CURB & GUTTER, ETC., SHALL BE SPRAY CURED WITH WHITE MEMBRANE CURING COMPOUND IMMEDIATELY FOLLOWING FINISHING OPERATION.

ALL CONCRETE PAVEMENT JOINTS SHALL BE FILLED WITH HOT POURED RUBBERIZED ASPHALT JOINT SEALING COMPOUND IMMEDIATELY AFTER SAWCUT OPERATION. FEDERAL SPECIFICATION SS-S164.

ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH THE CURRENT STANDARDS AND SPECIFICATIONS OF THE MUNICIPALITY AND THE MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

ALL TOP OF CURB ELEVATIONS, AS SHOWN ON THE PLANS, ARE CALCULATED FOR A 6" CONCRETE CURB UNLESS OTHERWISE NOTED.

ALL SIDEWALK RAMPS, CONFORMING TO PUBLIC ACT NO. 8, 1993, SHALL BE INSTALLED AS INDICATED ON THE PLANS.

CONSTRUCTION OF A NEW OR RECONSTRUCTED DRIVE APPROACH CONNECTING TO AN EXISTING STATE OR COUNTY ROADWAY SHALL BE ALLOWED ONLY AFTER AN APPROVED PERMIT HAS BEEN SECURED FROM THE AGENCY HAVING JURISDICTION OVER SAID ROADWAY.

FOR ANY WORK WITHIN THE PUBLIC RIGHT-OF-WAY, THE CONTRACTOR SHALL PAY FOR AND SECURE ALL NECESSARY PERMITS AND LIKEWISE ARRANGE FOR ALL INSPECTION.

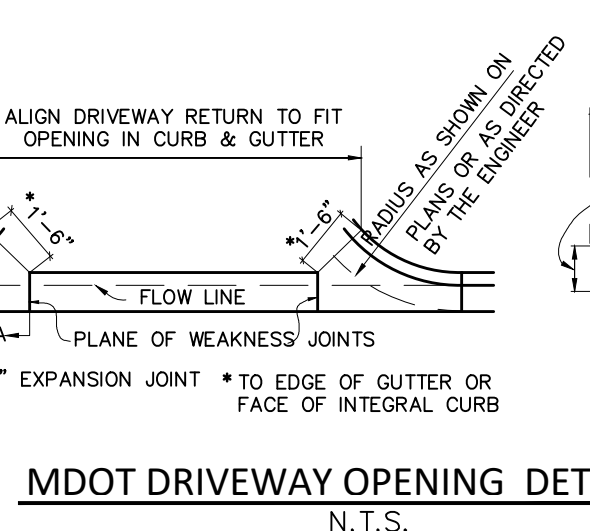
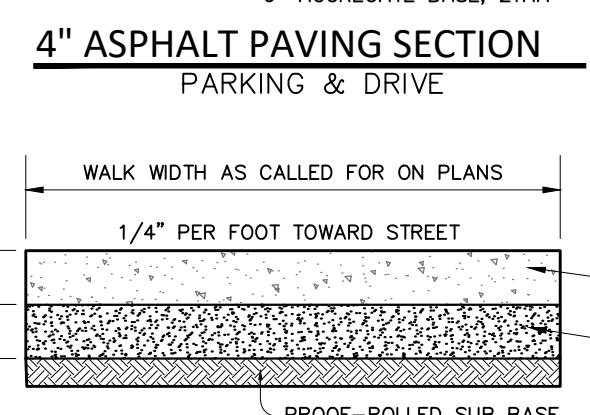
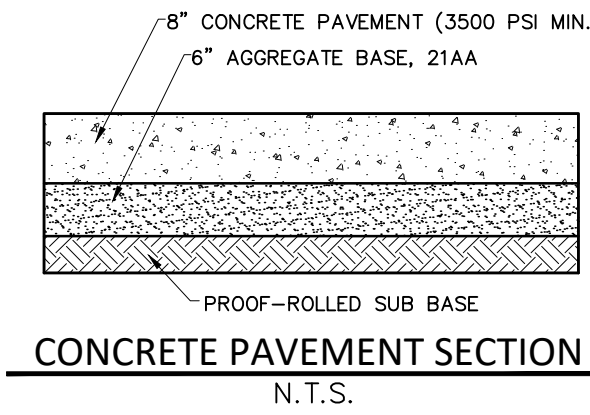
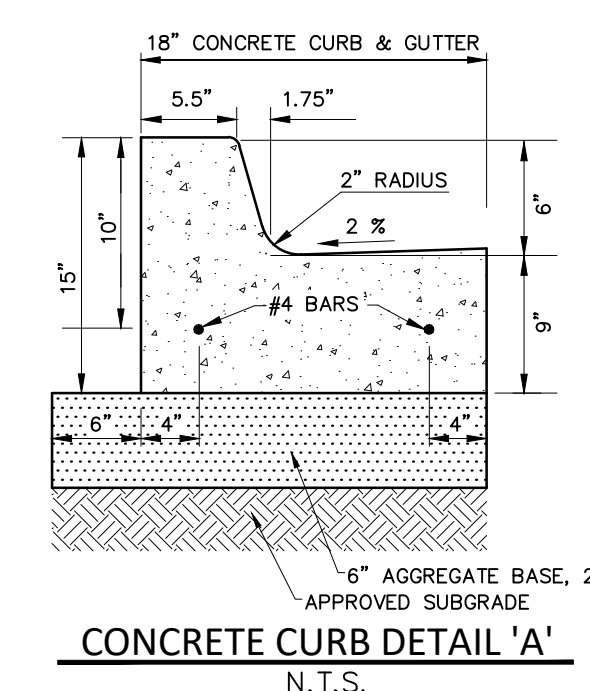
EXISTING TOPSOIL, VEGETATION AND ORGANIC MATERIALS SHALL BE STRIPPED AND REMOVED FROM PROPOSED PAVEMENT AREA PRIOR TO PLACEMENT OF BASE MATERIALS.

EXPANSION JOINTS SHOULD BE INSTALLED AT THE END OF ALL INTERSECTION RADII.

SIDEWALK RAMPS, CONFORMING TO PUBLIC ACT NO. 8, 1973, SHALL BE INSTALLED AS SHOWN AT ALL STREET INTERSECTIONS AND AT ALL BARRIER FREE PARKING AREAS AS INDICATED ON THE PLANS.

ALL PAVEMENT AREAS SHALL BE PROOF-ROLLED UNDER THE SUPERVISION OF A GEOTECHNICAL ENGINEER PRIOR TO THE PLACEMENT OF BASE MATERIALS AND PAVING MATERIALS.

FILL AREAS SHALL BE MACHINE COMPACTED IN UNIFORM LIFTS NOT EXCEEDING 9 INCHES THICK TO 98% OF THE MAXIMUM DENSITY (MODIFIED PROCTOR) PRIOR TO PLACEMENT OF PROPOSED PAVEMENT.



PAVING LEGEND

[Pattern]	PROPOSED CONCRETE PAVEMENT
[Pattern]	PROPOSED ASPHALT PAVEMENT

LEGEND

[Symbol]	MANHOLE	EXISTING SANITARY SEWER
[Symbol]	HYDRANT	SAN. CLEAN OUT
[Symbol]	MANHOLE	EXISTING WATERMAIN
[Symbol]	MANHOLE	EXISTING STORM SEWER
[Symbol]	UTILITY POLE	EX. R. Y. CATCH BASIN
[Symbol]	GUY POLE	EXISTING BURIED CABLES
[Symbol]	GUY WIRE	OVERHEAD LINES
[Symbol]	MANHOLE	EXISTING GAS MAIN
[Symbol]	HYDRANT	PR. SANITARY SEWER
[Symbol]	INLET	PR. WATER MAIN
[Symbol]	MANHOLE	PR. STORM SEWER
[Symbol]	MANHOLE	PR. R. Y. CATCH BASIN
[Symbol]	MANHOLE	PROPOSED LIGHT POLE
[Symbol]	MANHOLE	PR. TOP OF CURB ELEVATION
[Symbol]	MANHOLE	PR. GUTTER ELEVATION
[Symbol]	MANHOLE	PR. TOP OF WALK ELEVATION
[Symbol]	MANHOLE	PR. TOP OF PWMT. ELEVATION
[Symbol]	MANHOLE	FINISH GRADE ELEVATION

SEAL

PROJECT
Mulberry Park
P.U.D.

CLIENT
Schafer Development
31400 Northwestern
Highway, Suite H
Farmington Hills, MI 48334

Contact:
Spencer Schafer
Tel. (248) 613-6262

PROJECT LOCATION
Part of the NE 1/4
of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

SHEET
Paving and Grading
Plan - East



DATE ISSUED/REVISED

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12-16-24	REVISED PER CLIENT
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03-18-25	REVISED PER CLIENT

DRAWN BY:
A. Wiseman

DESIGNED BY:
A. Wiseman

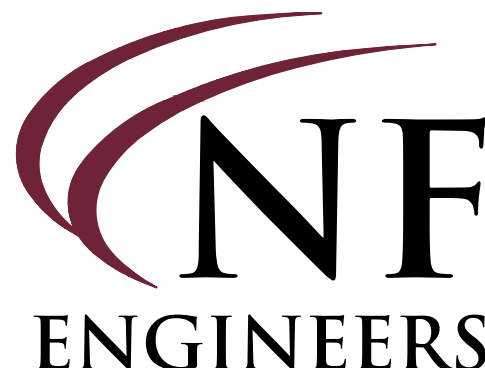
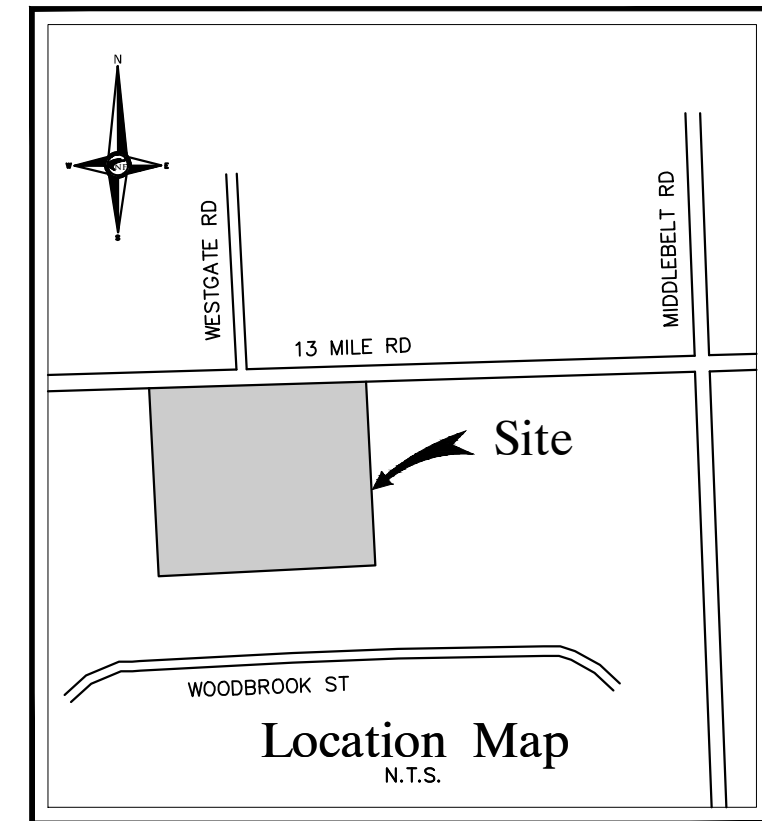
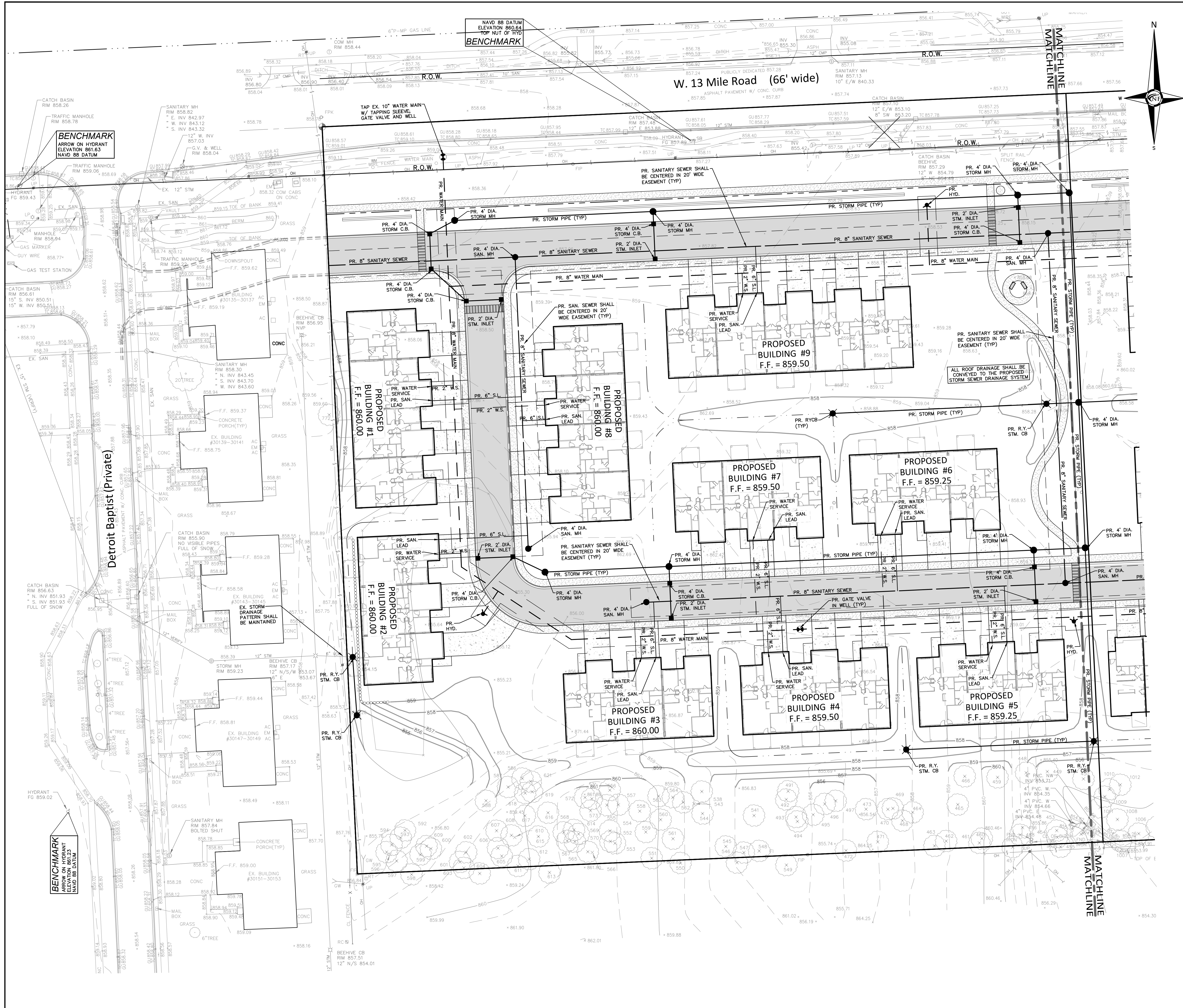
APPROVED BY:
P. Williams

DATE:
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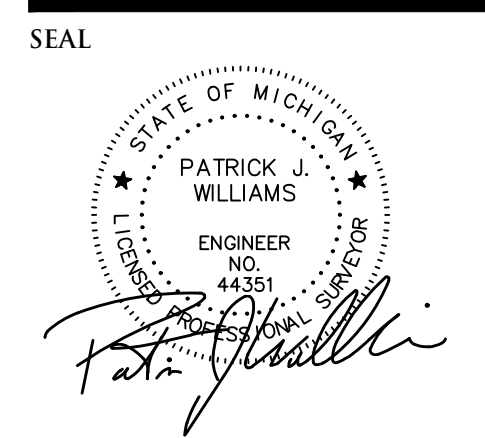
NFE JOB NO.
N423-04

SHEET NO.
SP-07



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City of Farmington Hills,
Oakland County, Michigan

SHEET
Utility Plan - West



Know what's below
Call before you dig.

LEGEND	
	EXISTING SANITARY SEWER
	SAN. CLEAN OUT
	EXISTING WATERMAIN
	EXISTING STORM SEWER
	EX. R. Y. CATCH BASIN
	EXISTING BURIED CABLES
	OVERHEAD LINES
	LIGHT POLE
	SIGN
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	PR. TOP OF WALK ELEVATION
	PR. TOP OF P.W.M. ELEVATION
	FINISH GRADE ELEVATION

DRAWN BY:
A. Wiseman
DESIGNED BY:
A. Wiseman
APPROVED BY:
P. Williams
DATE:
09-12-2024
SCALE: 1" = 30'
NFE JOB NO. 423-02
SHEET NO. SP-08

SEAL



PROJECT
Mulberry Park
P.U.D.

CLIENT
Schafer Development
31400 Northwestern
Highway, Suite H
Farmington Hills, MI 48334

Contact:
Spencer Schafer
Tel. (248) 613-6262

PROJECT LOCATION
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of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

SHEET
Utility Plan - East



DATE	ISSUED/REVISED
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DRAWN BY:
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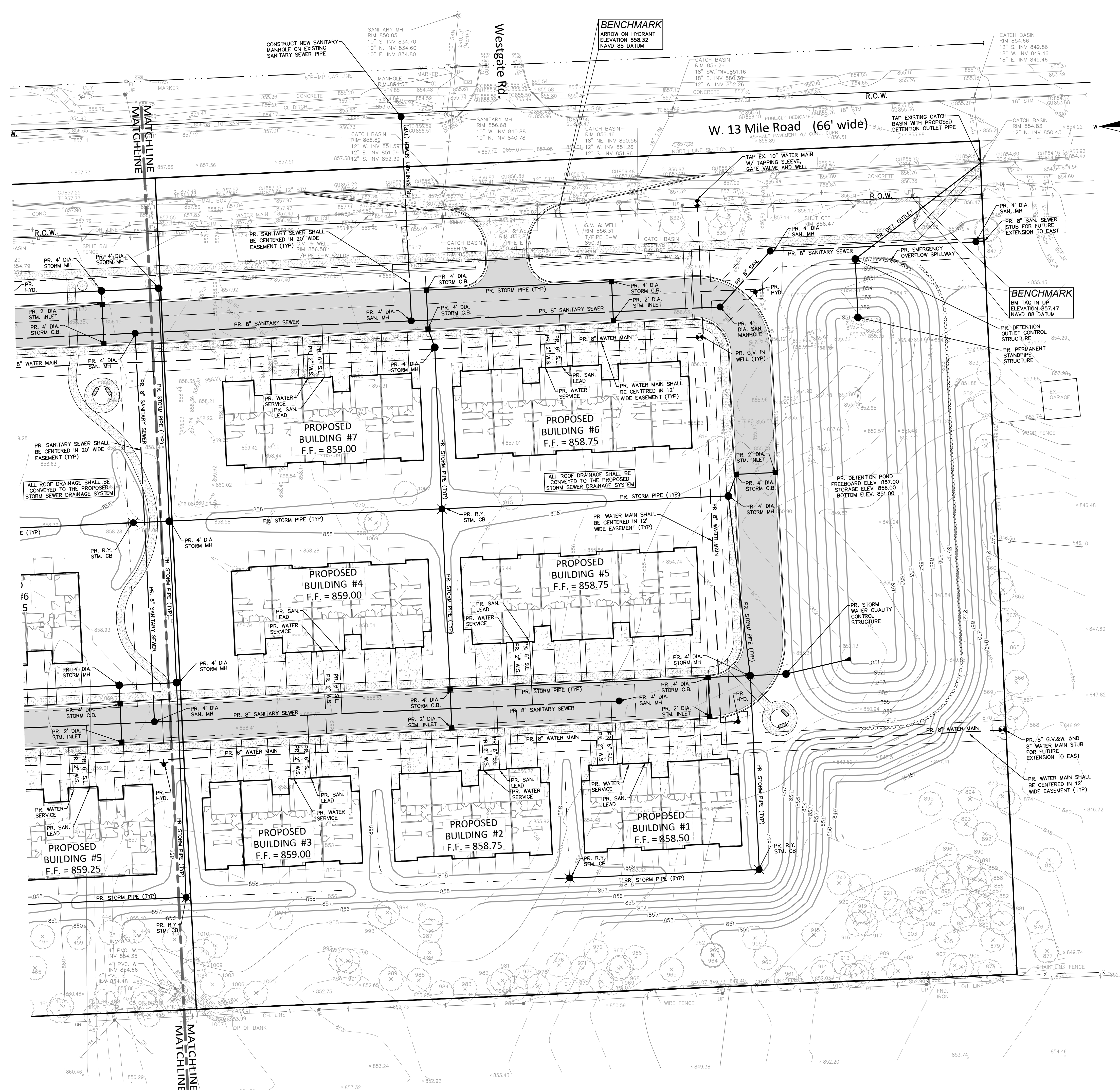
APPROVED BY:
P. Williams

DATE:
09-12-2024

SCALE: 1" = 30'

NFE JOB NO.
N423-04

SHEET NO.
SP-09

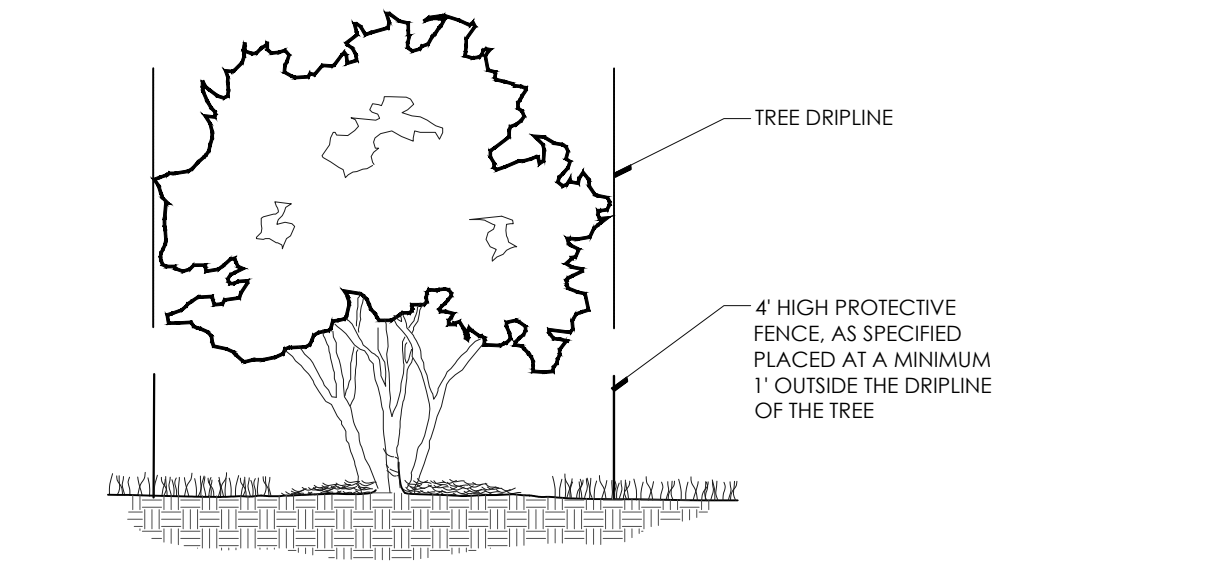
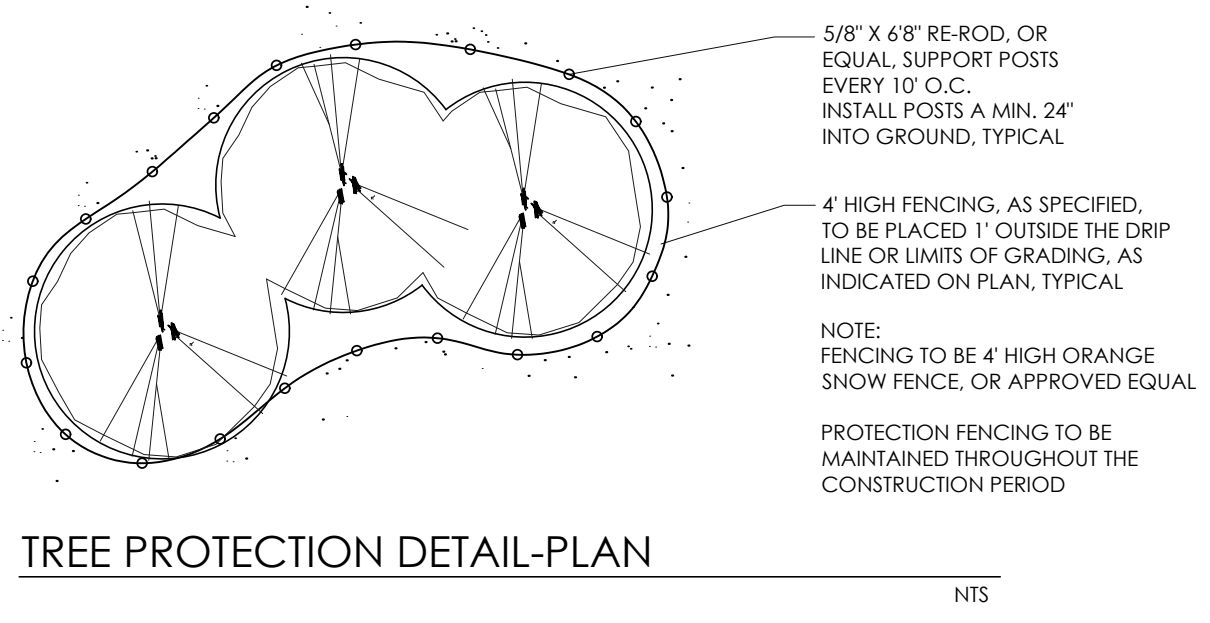
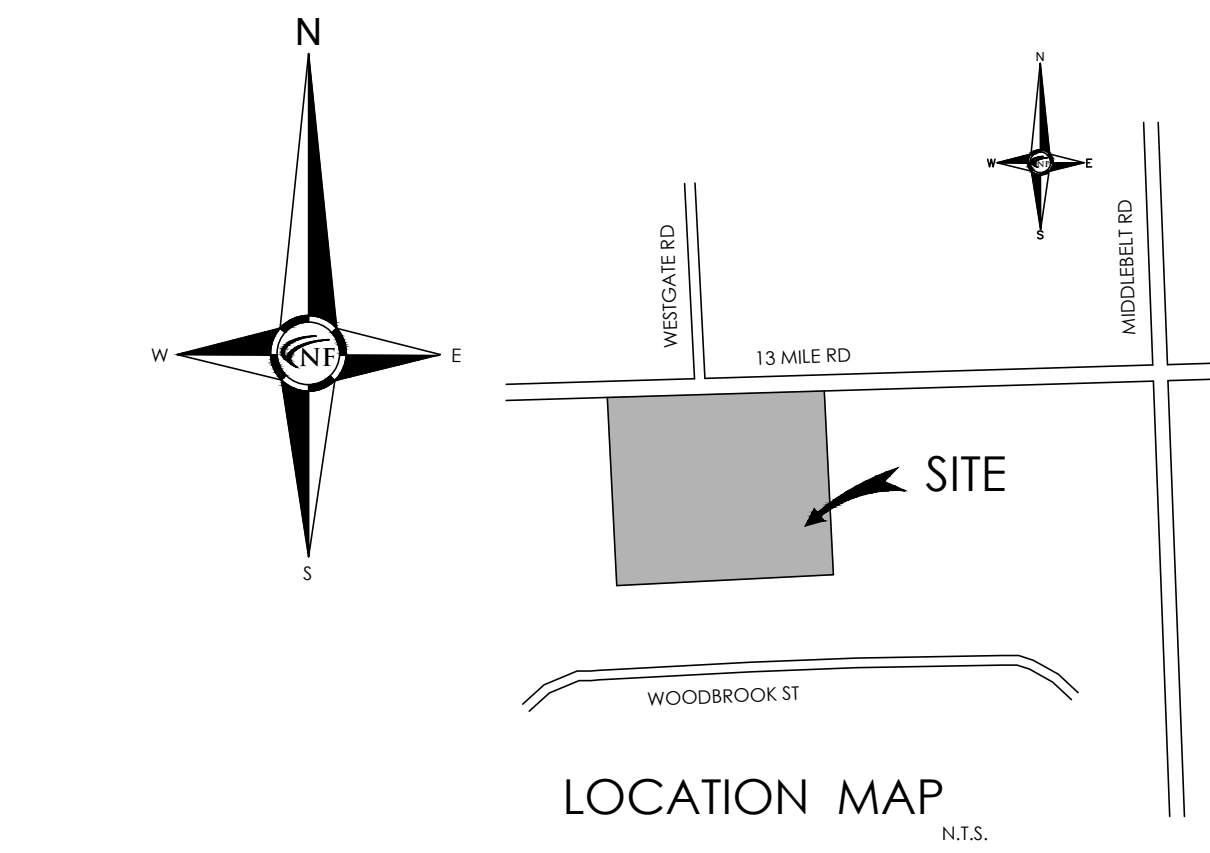
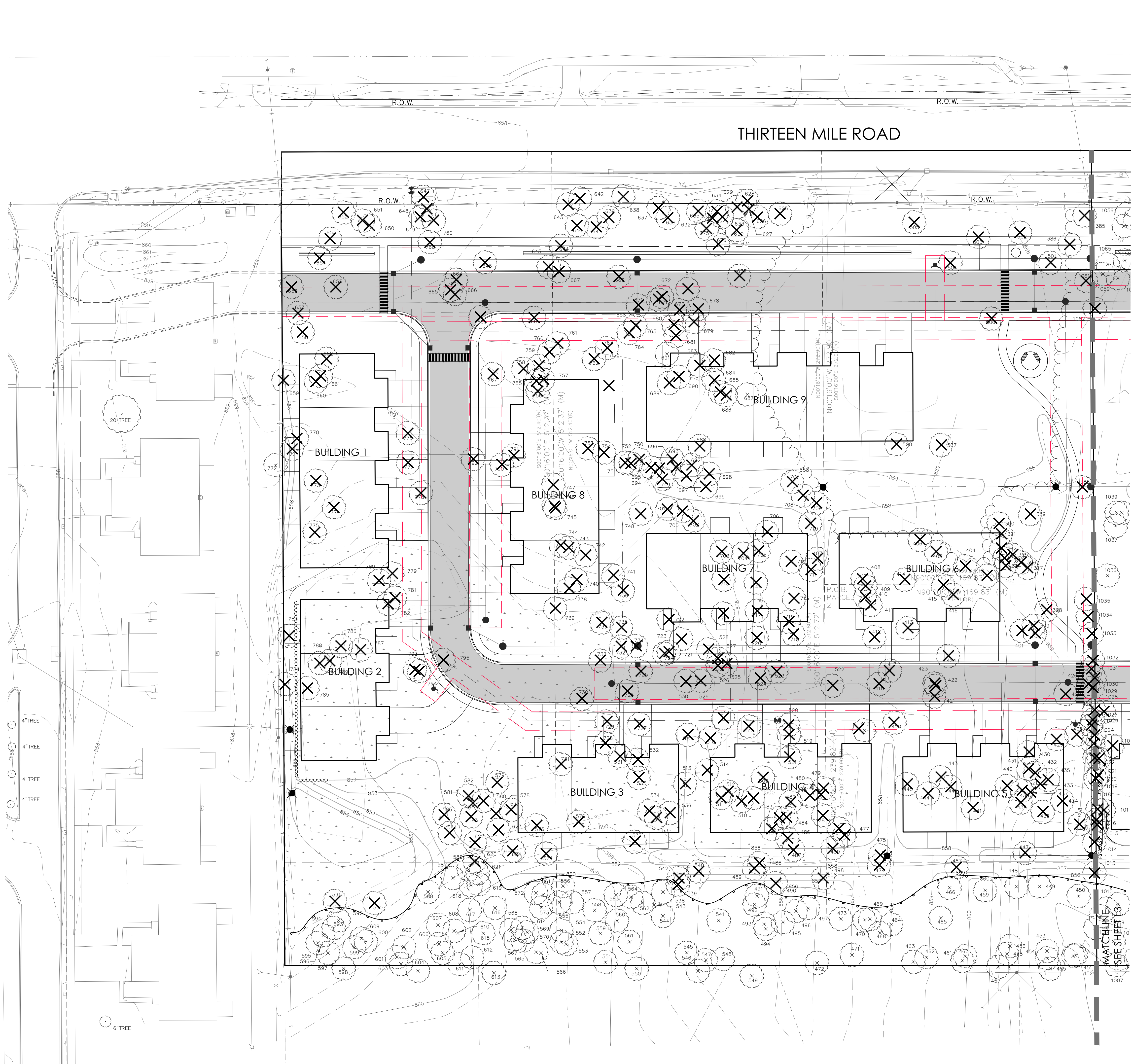


REQUIRED DETENTION VOLUME CALCULATIONS	
100 Year Post-Development Detention Volume	
Name of Project:	Name
Location of Project:	Location
NFE Project No.:	N423
Contributing Acreage "A":	7.76 ac
Weighted Runoff Coefficient "C":	0.68
Time of Concentration "Tc":	20.00 min
1. Calculate Required Water Quality Volume (Vwq) (1" Rainfall Event)	
Vwq = 3630(C)(A)	19,155 cft
2. Calculate Required Water Quality Rate (Qwq)	
Qwq = (C)(A)(30)/(Tc+9.17)*8.3	10.37 cfs
3. Calculate Required Channel Protection Volume (Vcp-r) (1.3" Rainfall Event)	
Vcp-r = 4719(C)(A)	24,901 cft
4. Calculate Required Extended Detention Volume (Ved) (1.9" Rainfall Event)	
Ved = 6897(C)(A)	36,394 cft
5. Calculate Extended Detention Outlet Rate (Qed) (48 hour discharge)	
Qed = Ved / [(48 hr)(60 min)(60 sec)] = Ved/172800	0.21 cfs
6. Calculate 100-year Rainfall Intensity (I100)	
I100 = 83.3/(Tc+9.17)^0.81	5.42 in/hr
7. Calculate 100-year Storm Inlet Rate (Q100-in)	
Q100-in = (C)(I100)(A)	28.60 cfs
8. Determine the Variable Release Rate (Qvrr)	
Qvrr = 1.1055-(0.206*LN(A))	0.68 cfs/ac
Restricted Outlet rate per local municipality	0.150 cfs/ac
9. Calculate Allowable 100-year Storm Outlet Rate (Q100P)	
Q100P = (Qvrr)(A)	1.16 cfs
10. Calculate Storage Curve Factor (R)	
R = 0.206-(0.15)/(LN(Q100P/Q100-in))	0.686
11. Calculate Required 100-year Storm Volume In (V100R)	
V100R = 18,985(C)(A)	100,180 cft
12. Calculate 100-year Storm Detention Storage Volume (V100D)	
V100D = (V100R)(R)	68,748 cft
Vcp(credit)	0 cft
TOTAL DETENTION VOLUME REQUIRED:	68,748 cft

PROVIDED DETENTION VOLUME CALCULATIONS			
Volume of Frustum: AB = H (A + B + √AB) / 3			
SEDIMENT FOREBAY			
Contour Elevation	Surface Area (sq ft)	Incremental Volume (cft)	Cumulative Volume (cft)
0	0	--	0
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0
Volume of Proposed Sediment Forebay:			
0			
DETENTION BASIN			
Contour Elevation	Surface Area (sq ft)	Incremental Volume (cft)	Cumulative Volume (cft)
851	5,949	--	0
852	8,936	7,392	7,392
853	12,150	10,502	17,894
854	15,590	13,834	31,728
855	19,256	17,391	49,119
856	23,148	21,172	70,291
Volume of Proposed Detention Basin:			
70,291			
TOTAL VOLUME PROVIDED (cft)			
70,291			

EMERGENCY OVERFLOW SPILLWAY WEIR	
100 Year Storm Event	
100 Year Storm Inlet Rate "Q100in":	28.60 cfs
Head Above Crest Weir, Hweir	0.50 ft
Calculate Required Length of Weir	
Lweir = Q100in/(3.367*(Hweir)^1.5)	24.03 ft
TOTAL LENGTH PROVIDED	25 ft

LEGEND	
MANHOLE	EXISTING SANITARY SEWER
HYDRANT	SAN. CLEAN OUT
MANHOLE	EXISTING WATERMAIN
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UTILITY POLE	EX. R. Y. CATCH BASIN
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TP 600.00	PR. TOP OF PWMT. ELEVATION
FG 600.00	FINISH GRADE ELEVATION



- GENERAL TREE PROTECTION NOTES**
- APPROVED TREE PROTECTION SHALL BE ERECTED PRIOR TO THE START OF CONSTRUCTION ACTIVITIES, AND SHALL REMAIN IN PLACE UNTIL THE IN PLACE UNTIL CONSTRUCTION IS COMPLETE.
 - ALL UNDERSTORY VEGETATION WITHIN THE LIMITS OF PROTECTIVE FENCING SHALL BE PRESERVED.
 - NO PERSON MAY CONDUCT ANY ACTIVITY WITHIN THE DRIP LINE OF ANY TREE DESIGNATED TO REMAIN, INCLUDING BUT NOT LIMITED TO, PLACING SOLVENTS, BUILDING MATERIALS, CONSTRUCTION EQUIPMENT, OR SOIL DEPOSITS WITHIN THE DRIP LINE.
 - WHERE GROUPINGS OF TREES ARE TO REMAIN, TREE FENCING SHALL BE PLACED AT THE LIMITS OF GRADING LINE.
 - DURING CONSTRUCTION, NO PERSON SHALL ATTACH ANY DEVICE OR WIRE TO ANY TREE SCHEDULED TO REMAIN.
 - ALL UTILITY SERVICE REQUESTS MUST INCLUDE NOTIFICATION TO THE INSTALLER THAT PROTECTED TREES MUST BE AVOIDED. ALL TRENCHING SHALL OCCUR OUTSIDE OF THE PROTECTIVE FENCING.
 - SWALES SHALL BE ROUTED TO AVOID THE AREA WITHIN THE DRIP LINES OF PROTECTED TREES.
 - TREES LOCATED ON ADJACENT PROPERTIES THAT MAY BE AFFECTED BY CONSTRUCTION ACTIVITIES MUST BE PROTECTED.
 - ROOT ZONES OF PROTECTED TREES SHOULD BE SURROUNDED WITH RIGIDLY STAKED FENCING.
 - THE PARKING OF DUMP AND RUNNING EQUIPMENT SHALL BE PROHIBITED UNDER THE DRIP LINE OF PROTECTED TREES.
 - THE STRIPPING OF TOPSOIL FROM AROUND PROTECTED TREES SHALL BE PROHIBITED.
 - ALL TREES TO BE REMOVED SHALL BE CUT AWAY FROM TREES TO REMAIN.
 - THE GRUBBING OF UNDERSTORY VEGETATION WITHIN CONSTRUCTION AREAS SHOULD BE CLEARED BY CUTTING VEGETATION AT THE GROUND WITH A CHAIN SAW OR ANNUALLY WITH A HYDRO-AXE.
 - THE CONTRACTOR IS RESPONSIBLE FOR THE REPLACEMENT PER ORDINANCE GUIDELINES, FOR THE DAMAGE OR REMOVAL OF ANY TREE DESIGNATED TO REMAIN.
 - TREES TO BE REMOVED SHALL BE FIELD VERIFIED, EVALUATED AND FLAGGED FOR REMOVAL BY THE LANDSCAPE ARCHITECT OR FORESTER, ONLY AS DIRECTED BY THE OWNER OR OWNER'S REPRESENTATIVE.

TREE PRESERVATION SUMMARY:

TOTAL NUMBER OF TREES SURVEYED:	410
TOTAL OFF-SITE TREES:	9
TOTAL EXEMPT DUE TO SPECIES (RHAMNUS):	81
NET TREES ON-SITE:	320
TOTAL NUMBER OF PROTECTED TREES TO BE REMOVED:	207
TOTAL LANDMARK TREES TO BE REMOVED:	22 (527.1')
TOTAL NUMBER OF TREES TO REMAIN:	91
TOTAL LANDMARK REPLACEMENT TREES: (527.1' x 25% = 131.78 INCHES)	44 TREES (3' CAL)
TOTAL REGULATED REPLACEMENT TREES REQUIRED:	207 TREES
TOTAL REPLACEMENT TREES:	251 TREES
REPLACEMENT TREES PROVIDED:	202 TREES
TREES TO BE PLANTED ON EXISTING BAPTIST MANOR PROPERTY:	49 TREES

COMMON BUCKTHORN (RHAMNUS) IS CONSIDERED INVASIVE BY THE STATE OF MICHIGAN DNR. AS SUCH ITS REMOVAL IS RECOMMENDED.

LEGEND:

- TREES TO BE REMOVED
- TREES TO REMAIN
- TREE PROTECTION FENCING

DRAWN BY:
G. Ostrowski

DESIGNED BY:
G. Ostrowski

APPROVED BY:
G. Ostrowski

DATE:
08/09/2024

SCALE: 1" = 30'

NFE JOB NO.
N423-02

SHEET NO.
L1

NF ENGINEERS
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LAND SURVEYORS
LAND PLANNERS

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PONTIAC, MI 48342-5032
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SEAL

STATE OF MICHIGAN
GEOLOGICAL ENGINEERING
Ryan Doelle
08/09/2024

PROJECT
The Tabernacle

CLIENT
The Baptist Manor
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Tree Preservation Plan

811
Know what's below
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REVISIONS

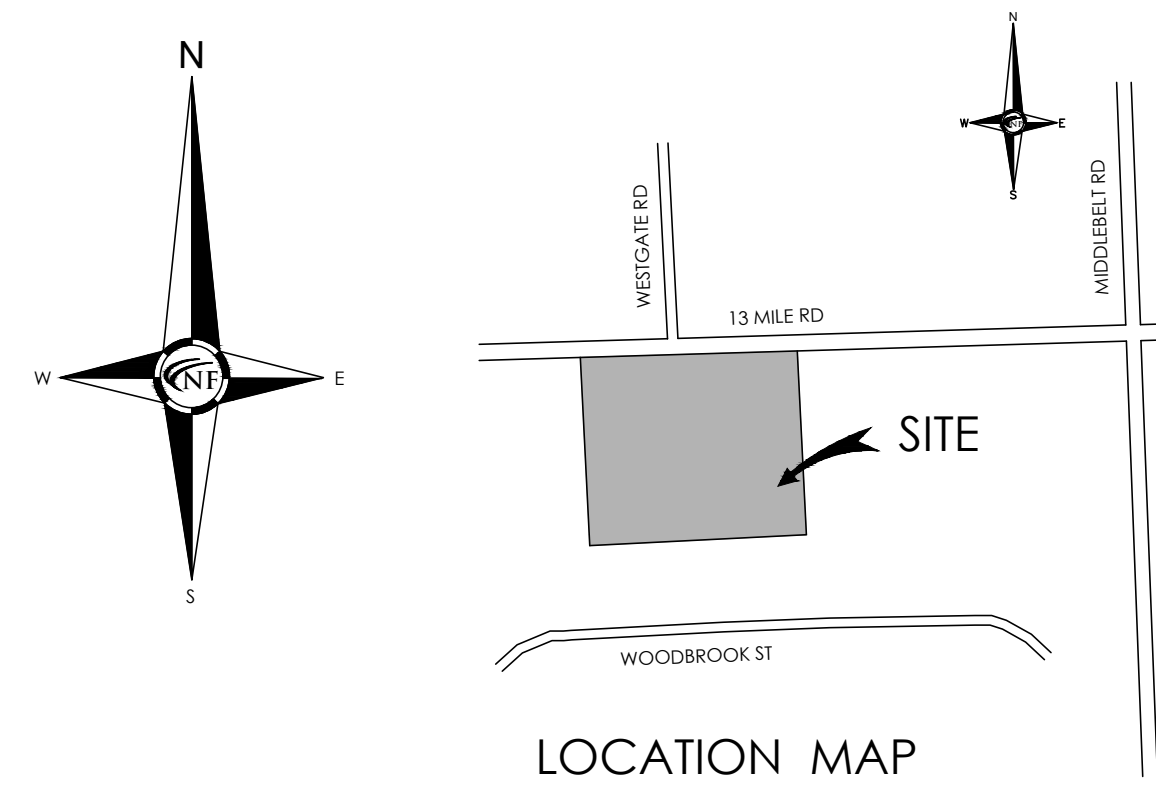
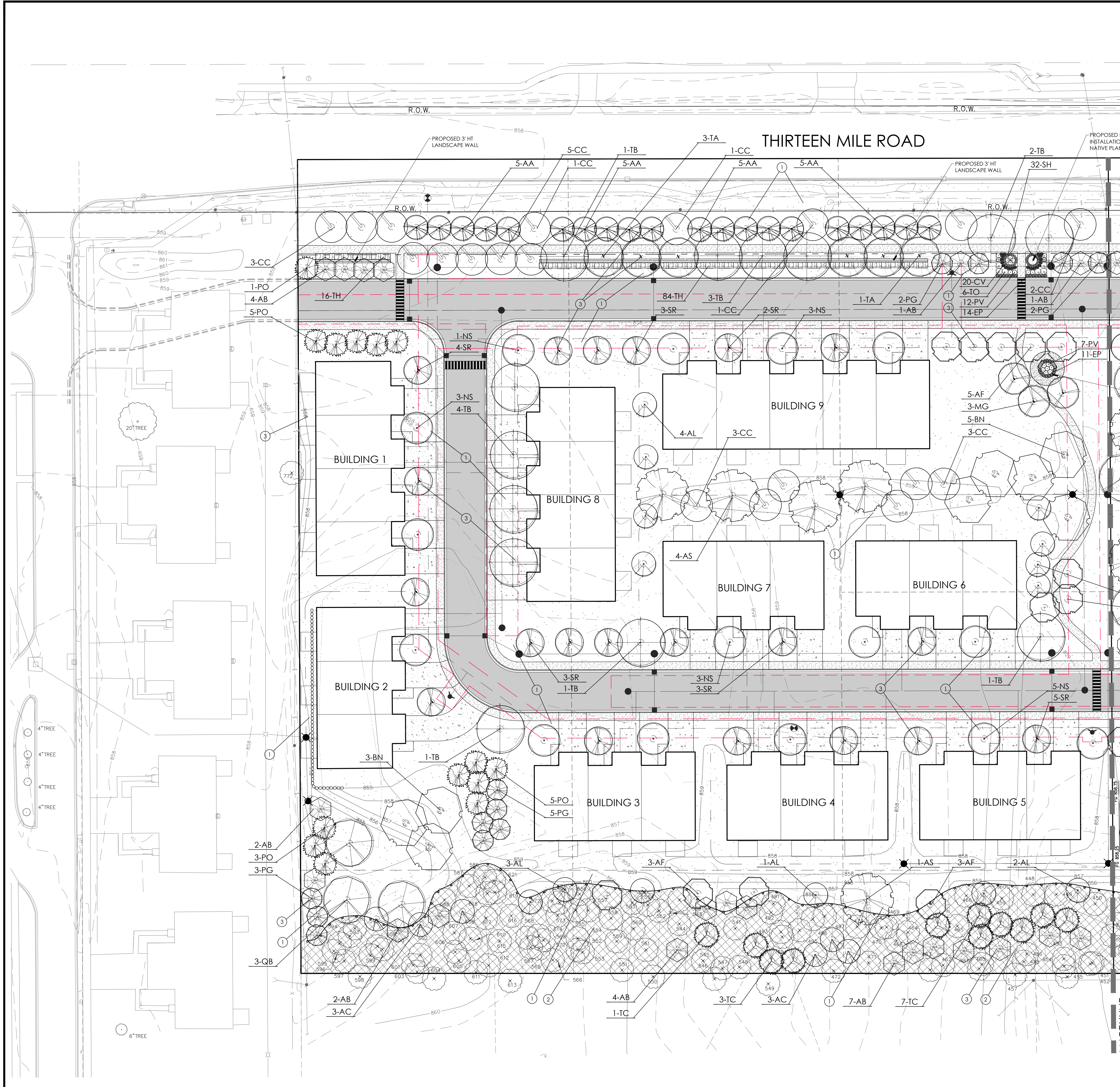
2024-08-16	ISSUED FOR SITE PLAN REVIEW
2024-09-18	ISSUED FOR SITE PLAN REVIEW
2024-10-23	REVISED PER P.C.
2024-12-16	REVISED PER CLIENT
2025-02-20	REVISED PER CLIENT
2025-03-10	REVISED PER CLIENT
2025-03-17	REVISED PER CLIENT

DRAWN BY:
G. Ostrowski

DESIGNED BY:
G. Ostrowski

APPROVED BY:
G. Ostrowski

DATE:
08/09/2024



LANDSCAPE REQUIREMENTS

OPEN SPACE
AREA PROVIDED: 125,105.11 S.F. (54.14% TABERNACLE ONLY)
TOTAL AREA PROVIDED: 260,615.19 S.F. (56.51%)

LANDSCAPE BUFFERYARD

2 CANOPY TREES / 100 L.F.
4 SUBCANOPY TREES PER 100 L.F.
2 EVERGREEN TREES PER 100 L.F.
6 LARGE SHRUBS PER 100 L.F.

SOUTH PROPERTY LINE: 511.10 L.F. (THIS SHEET ONLY)

MULTIPLIER: 0.6 (72' SETBACK)
REQUIRED:
CANOPY TREES: 5.11 X 2 = 10.22 CANOPY TREES X 0.6 = 6 CANOPY TREES
SUBCANOPY: 5.11 X 4 = 20.44 SUBCANOPY TREES X 0.6 = 12 SUBCANOPY TREES
EVERGREEN: 5.11 X 2 = 10.22 EVERGREEN TREES X 0.6 = 6 EVERGREEN TREES
LARGE SHRUBS: 5.11 X 6 = 30.66 SHRUBS X 0.6 = 18 SHRUBS REQUIRED
PROVIDED: 70 EXISTING TREES AND UNDERSTORY VEGETATION TO REMAIN TO FULFILL THE BUFFERYARD REQUIREMENTS
TREE REPLACEMENT REQUIREMENTS
REQUIRED: 251 TREES REQUIRED
PROVIDED: 202 TREES PROVIDED, 49 TREES TO BE PLANTED ON BAPTIST MANOR PROPERTY AS A PART OF THE NEW DRIVE CONNECTION

GENERAL LANDSCAPE NOTES

- LANDSCAPE CONTRACTOR SHALL VERIFY SITE, INSPECT EXISTING CONDITIONS AND REVIEW PROPOSED PLANNING AND RELATED WORK. IN CASE OF DISCREPANCY BETWEEN PLAN AND PLANT LIST, THE PLAN SHALL GOVERN. CONTRACTOR SHALL CONTACT THE LANDSCAPE ARCHITECT WITH ANY CONCERN.
- THE CONTRACTOR SHALL VERIFY LOCATIONS OF ALL ON-SITE UTILITIES PRIOR TO BEGINNING CONSTRUCTION ON NEARLY PHASE OF WORK. ANY DAMAGE OR INTERRUPTION OF SERVICES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- THE CONTRACTOR SHALL COORDINATE ALL RELATED ACTIVITIES WITH OTHER TRADES AND SHALL REPORT ANY UNACCEPTABLE SITE CONDITIONS TO THE OWNER'S REPRESENTATIVE PRIOR TO COMMENCEMENT.
- PLANTS SHALL BE WELL BRANCHED, AND IN HEALTHY VIGOROUS GROWING CONDITION.
- ALL TREES MUST BE SHIPPED, REFRESHED AND MAINTAINED AND SHALL BE GUARANTEED TO EXHIBIT A NORMAL GROWTH CYCLE FOR AT LEAST ONE (1) YEAR FOLLOWING PLANTING.
- ALL MATERIAL SHALL CONFORM TO THE GUIDELINES ESTABLISHED IN THE MOST RECENT EDITION OF THE "MANUAL STANDARDS FOR NURSERY STOCK". CONTRACTOR WILL SUPPLY FINISHED GRADE AND EXCAVATE AS NECESSARY TO SUPPLY PLANT MIX DEPTH. ALL PLANTING BEDS AS PROPOSED IN PLANT DETAILS AND A DEPTH OF 3" IN ALL PLANT AREAS.
- PROVIDE CLEAN BACKFILL SOIL. USING MATERIAL STOCKPILED ON-SITE. SOIL SHALL BE SCREENED AND FREE OF DEBRIS, FOREIGN MATERIAL, AND STONE. SCREENED BACKFILL FERTILIZER SHALL BE ADDED TO THE PLANT PITS BEFORE BEING BACKFILLED. APPLICATION SHALL BE AT THE MANUFACTURER'S RECOMMENDED RATES.
- APPLY PLANT MIX (PREPARED TOPSOIL) SHALL COMPOSE OF 1/3 SCREENED TOPSOIL, 1/3 SAND, AND 1/3 "DARTY DOG" COMPOST. MIXED WELL AND SPREAD TO A DEPTH AS INDICATED IN PLANTING DETAILS.
- ALL PLANTINGS SHALL BE MULCHED WITH SHREDDED HARDWOOD BARK, SPREAD TO A DEPTH OF 2" FOR TREES AND SHRUBS, AND 2" ON ANNUALS, PERENNIALS, AND GROUNDCOVER PLANTINGS. MULCH SHALL BE FREE FROM DEBRIS AND FOREIGN MATERIAL, AND PRESS ON ACCORDING TO SPECIFICATIONS.
- NO SUBSTITUTIONS OR CHANGES OF LOCATION, OR PLANT TYPE SHALL BE MADE WITHOUT THE APPROVAL OF THE LANDSCAPE ARCHITECT OR OWNER'S REPRESENTATIVE. THE LANDSCAPE ARCHITECT SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN THE PLANS AND FIELD CONDITIONS PRIOR TO INSTALLATION.
- THE LANDSCAPE ARCHITECT OR OWNER SHALL BE RESPONSIBLE FOR MAINTAINING ALL PLANT MATERIAL IN A VERTICAL CONDITION THROUGHOUT THE GUARANTEED PERIOD.
- THE LANDSCAPE ARCHITECT OR OWNER'S REPRESENTATIVE SHALL HAVE THE RIGHT TO REFLECT ANY WORK OR MATERIAL THAT DOES NOT MEET THE REQUIREMENTS OF THE PLANS AND/OR SPECIFICATIONS.
- THE LANDSCAPE CONTRACTOR SHALL SEED AND MULCH OR SOIL AS INDICATED ON PLANS. ALL AREAS DESIGNATED AS SUCH ON THE PLANS, THROUGHOUT THE CONTRACT LIMITS, FURTHER, THE CONTRACTOR SHALL BE RESPONSIBLE FOR RESTORING AREAS DISTURBED DURING CONSTRUCTION, NOT IN THE CONTRACT LIMITS, TO ORIGINAL OR GREATER CONDITION.
- ALL LANDSCAPE AREAS SHALL HAVE PROPER DRAINAGE THAT PREVENTS EXCESSIVE WATER FROM FORMING ON LAWN AREAS OR AROUND TREES AND SHRUBS.
- ALL LANDSCAPE AREAS SHALL BE IRRIGATED WITH AN AUTOMATIC UNDERGROUND SYSTEM.

KEY LEGEND

- TYPICAL SEEDED LAWN AREAS, SOWN ON 3" TOPSOIL
- RESTORE DISTURBED UNDERSTORY AREA W/ SHORT WOODLAND SEED
- 4" DIA SPADE CUT EDGE W/ 3" SHREDDED BARK MULCH
- EDGE MEADOW SEED MIX, SOWN AT A RATE OF 40 PLS LBS/ACRE
- PROPOSED 36" HT SCREEN WALL

PLANT SCHEDULE

KEY	QTY	BOTANICAL/COMMON NAME	SIZE	SPACING	ROOT	COMMENT
TREES						
AB	21	Abies balsamea Balsam Fir	8' HT	SEE PLAN	B&B	FULL TO GROUND
AC	6	Abies balsamea phaeolepis Canoe Fir	8' HT	SEE PLAN	B&B	FULL TO GROUND
AA	20	Acer rubrum 'Armstrong' Armstrong Red Maple	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
AF	12	Acer rubrum 'Frank Jr.' Redpointe Red Maple	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
AS	5	Acer saccharum 'Legacy' Legacy Sugar Maple	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
AL	14	Amaranthus 'Jesse' Alegreberry Serviceberry	6-8' HT	SEE PLAN	B&B	CLUMP FORM
BN	8	Betula nigra River Birch	12' HT	SEE PLAN	B&B	CLUMP FORM
CC	19	Cercis canadensis Eastern Redbud	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
MG	3	Metasequoia glyptostroboides Dawn Redwood	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
NS	15	Nyssa sylvatica 'Green Gables' Green Gable Black Gum	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
PG	12	Picea canadensis Black Hills Spruce	8' HT	SEE PLAN	B&B	FULL TO GROUND
PO	14	Picea canadensis 'Bruni' Downy Redwood	8' HT	SEE PLAN	B&B	FULL TO GROUND
QB	3	Quercus bicolor Swamp White Oak	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
SR	20	Syringa reticulata 'Henry Silk' Ivory Silk Tree Lilac	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
TA	6	Tilia americana 'McKenny' American Serrill Linden	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
TB	13	Tilia cordata 'Bailey' Shamrock Little Leaf Linden	3" CAL	SEE PLAN	B&B	FULLY BRANCHED HEADS
TC	11	Tilia cordata Eastern Hemlock	8' HT	SEE PLAN	B&B	FULL TO GROUND
TOTAL 202						
SHRUBS						
CV	20	Coreopsis verticillata 'Zagreb' Zagreb Coreopsis	2 GAL	24" OC	CONT	WELL-ROOTED
TH	100	Thalictrum 'Ricks' Ricks Yew	36" HT	30" OC	B&B	MAINTAIN AS 4-5' HEDGE
TO	6	Thuja occidentalis 'DeGroff's Spire' DeGroff's Spire	5' HT	36" OC	B&B	MAINTAIN AS 6' HEDGE
GROUNDCOVERS/PERENNIALS						
EP	25	Echinacea purpurea 'Cheyenne Spirit' Cheyenne Spirit Coneflower	2 GAL	24" OC	CONT	WELL-ROOTED
PV	19	Panicum virgatum 'Northwind' Northwind Switch Grass	3 GAL	30" OC	CONT	WELL-ROOTED
SH	32	Sporobolus heterolepis 'Tara' Tara Prairie Dropseed	2 GAL	18" OC	CONT	WELL-ROOTED



NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257

SEAL



PROJECT
The Tabernacle

CLIENT
The Baptist Manor
30301 W 13 Mile
Farmington Hills, MI 48334

Contact:
Ryan Doelle
Phone: (248) 842-9106
Email: r.doelle@thebaptistmanor.org

PROJECT LOCATION
Part of the NE 1/4
of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

SHEET
Landscape Plan



REVISIONS
2024-08-16 ISSUED FOR SITE PLAN REVIEW
2024-09-18 ISSUED FOR SITE PLAN REVIEW
2024-10-23 REVISED PER P.C.
2024-12-16 REVISED PER CLIENT
2025-02-20 REVISED PER CLIENT
2025-03-10 REVISED PER CLIENT
2025-03-17 REVISED PER CLIENT

DRAWN BY:
G. Ostrowski

DESIGNED BY:
G. Ostrowski

APPROVED BY:
G. Ostrowski

DATE:
08/09/2024

SCALE: 1" = 30'
30 15 0 15 30 45

NFE JOB NO. SHEET NO.
N423-02 L2

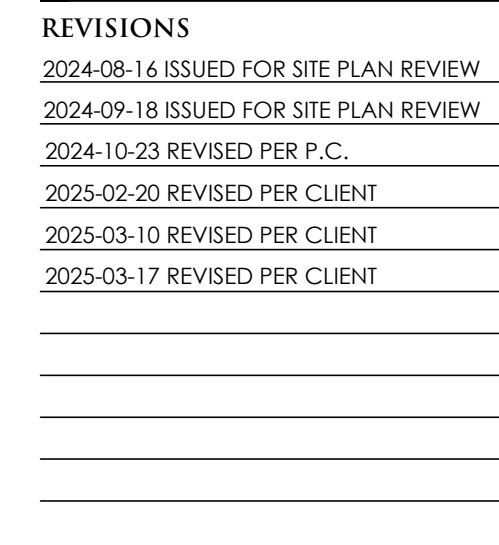


The Tabernacle/Mulberry Park Townhouses

Shafer Development
31400 Northwestern Hwy
Suite H
Farmington Hills, MI 48334
Contact:
Steve Shafer
Phone: (248) 613-6262

Part of the NE 1/4
of Section 11
T.1N, R.9E
City of Farmington Hills,
Oakland County, Michigan

Landscape Notes and Details



SCALE: 1" = VARIES'

X X 0 X X

NFE JOB NO. SHEET NO.

N423-03 L5

1. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY ALL EXISTING SURVEY INFORMATION INCLUDING THE UTILITY SYSTEMS BEFORE ANY DEMOLITION OR CONSTRUCTION WORK OCCURS. ANY DISCREPANCIES WITH THE SURVEY INFORMATION SHALL BE REPORTED TO THE ARCHITECT AND OWNER'S REPRESENTATIVE IMMEDIATELY.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING HIMSELF FAMILIAR WITH ALL UTILITY END UTILITIES, POLES AND STRUCTURES. CONTRACTOR SHALL TAKE SILE RESPONSIBILITY FOR COST INCURRED DUE TO DAMAGE AND REPLACEMENT OF SAID UTILITIES.
3. ALL EXISTING IMPROVEMENTS, MATERIALS AND PLANT MATERIAL TO REMAIN WITHIN THE NEW CONSTRUCTION AREA SHALL BE PROPERLY AND ADEQUATELY PROTECTED FROM DAMAGE DURING THE DEMOLITION OPERATIONS. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RESTORE TO THE ORIGINAL CONDITION ANY OF THESE EXISTING ITEMS THAT ARE DAMAGED OR DISTURBED IN ANY WAY.
4. ALL MATERIALS TO BE REUSED OR SALVAGED SHALL BE STORED IN AN AREA DESIGNATED BY THE CITY ENGINEER FOR THAT PURPOSE. ALL SALVAGED MATERIALS SHALL REMAIN THE PROPERTY OF THE CITY ENGINEER.
5. STREETS, SIDEWALKS AND ADJACENT PROPERTIES SHALL BE PROTECTED THROUGHOUT THE WORK REQUIRED BY LOCAL CODES AND REGULATIONS AND APPROVED BY THE OWNER.
6. ALL MATERIAL SPECIFIED TO BE REMOVED SHALL BE DISPOSED OF OFF-SITE PER LOCAL CODES AND REGULATIONS. CONTRACTOR SHALL COORDINATE METHOD OF DISPOSAL WITH CITY ENGINEER PRIOR TO COMMENCEMENT OF WORK.
7. MATERIALS TO BE REUSED OR SALVAGED SHALL BE STORED IN AN AREA DESIGNATED BY THE OWNERS REPRESENTATIVE FOR THAT PURPOSE. ALL SALVAGED MATERIALS SHALL REMAIN THE PROPERTY OF THE OWNER.
8. DURING DEMOLITION OPERATIONS EVERY EFFORT SHALL BE MADE TO CONTROL DUST, PER CITY REQUIREMENTS.
9. TREES AND SHRUBS TO BE REMOVED WITHIN THE LIMITS OF WORK SHALL BE CLEARLY IDENTIFIED WITH BRIGHTLY COLORED RIBBON
10. GRUBBING SHALL INCLUDE ALL WEEDS, SHRUBS, STUMPS AND ROOT SYSTEMS OF REMOVED PLANT MATERIAL, IRRIGATION PIPING AND ANY OTHER IRRIGATION MATERIALS WITHIN THE LIMITS OF DEMOLITION. GRUBBING SHALL BE TO THE DEPTHS BELOW PROPOSED IMPROVEMENTS INDICATED AS FOLLOWS; CONCRETE PAVING AND WALKWAYS-TOTAL DEPTH OF PAVING AND SUB-BASE; ASPHALT PAVING-TOTAL DEPTH OF PAVING AND SUB-BASE; LAWN AND OTHER PLANTINGS AREAS-REMOVE DEPTH REQUIRED OF STUMPS AND ROOTS OVER TWO (2) INCHES IN DIAMETER AND TURF.
11. PROTECT EXISTING TREES TO REMAIN PER TYPICAL TREE PROTECTION DETAIL.
12. STOCKPILED TOPSOIL SHALL BE STORED ON SITE AND REMAIN PROTECTED FROM CONTAMINATION PRIOR TO REDISTRIBUTION.
13. SAWCUT AND REMOVE EXISTING ASPHALT AS REQUIRED TO INSTALL NEW SITE IMPROVEMENTS AND ADJUST GRADES WITHIN CITY STREETS. ALL WORK WITHIN CITY RIGHT OF WAY SHALL MEET CITY STANDARDS AND SPECIFICATIONS.
14. ARRANGE FOR APPLICABLE UTILITY COMPANY TO RELOCATE EXISTING CABLES, WIRES, PHONE LINES, ETC. ALONG WITH EDISON POWER LINES AS REQUIRED.
15. CONTRACTOR SHALL SECURE AND PAY FOR ALL APPLICABLE PERMITS AND FEES NECESSARY FOR THE COMPLETE CONSTRUCTION OF THE PROJECT.

1. IF SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY ALL EXISTING SURVEY INFORMATION INCLUDING THE UTILITY SYSTEMS BEFORE ANY DEMOLITION OR CONSTRUCTION WORK OCCURS, ANY DISCREPANCIES WITH THE SURVEY INFORMATION SHALL BE REPORTED TO THE ARCHITECT AND OWNER'S REPRESENTATIVE IMMEDIATELY.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING HISSELF FAMILIAR WITH ALL UNDERGROUND UTILITIES, PIPES AND STRUCTURES. CONTRACTOR SHALL TAKE SOLE RESPONSIBILITY FOR COST INCURRED DUE TO DAMAGE AND REPLACEMENT OF SAID UTILITIES.
3. CONTRACTOR SHALL NOT WILLFULLY PROCEED WITH CONSTRUCTION AS DESIGNED WHEN IT IS OBVIOUS THAT UNKNOWN OBSTRUCTIONS AND / OR GRADE DIFFERENCES EXIST THAT MAY NOT HAVE BEEN KNOWN DURING THE DESIGN PHASE. CONTRACTOR SHALL IMMEDIATELY BE BROUGHT TO THE ATTENTION OF THE CITY ENGINEER. THE CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ALL NECESSARY REVISIONS DUE TO LACK OF SUCH NOTIFICATION.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY COORDINATION WITH SUBCONTRACTORS AS REQUIRED TO ACCOMPLISH OPERATIONS.
5. CONTRACTOR IS RESPONSIBLE FOR REPLACEMENT OF ANY EXISTING MATERIALS THAT ARE DAMAGED DURING CONSTRUCTION.
6. NO CHANGE IN CONTRACT PRICE WILL BE ALLOWED FOR ACTUAL OR CLAIMED BETWEEN EXISTING GRADE AND THOSE SHOWN ON PLANS AFTER CONTRACTOR HAS ACCEPTED EXISTING GRADES AND MOVED ON TO THE SITE.
7. ALL PROPOSED GRADES ARE TO MEET AND BLEND IN WITH THE EXISTING GRADE AT PROJECT LIMIT. PRECISE ELEVATIONS INDICATED ON THE PLANS TO BE VERIFIED IN FIELD TO AS-BUILT CONDITION.
8. ALL GRADING AND PLACEMENT OF DRAINAGE STRUCTURES TO BE SUPERVISED IN THE FIELD BY THE OWNER'S REPRESENTATIVE.
9. INSTALL 4" DEPTH TOPSOIL OVER ALL DISTURBED LAWN AREAS.
10. SEED ALL PROPOSED OR DISTURBED LAWN AREAS.

1. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO VERIFY ALL EXISTING SURVEY INFORMATION INCLUDING THE UTILITY SYSTEMS BEFORE ANY DEMOLITION OR CONSTRUCTION WORK OCCURS. ANY DISCREPANCIES WITH THE SURVEY INFORMATION SHALL BE REPORTED TO THE ARCHITECT AND OWNER'S REPRESENTATIVE IMMEDIATELY.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING HIMSELF FAMILIAR WITH ALL UNDERGROUND UTILITIES, PIPES AND STRUCTURES. CONTRACTOR SHALL TAKE SOLE RESPONSIBILITY FOR COST INCURRED DUE TO DAMAGE AND REPLACEMENT OF SAID UTILITIES.
3. CONTRACTOR SHALL NOT WILLFULLY PROCEED WITH CONSTRUCTION AS DESIGNED WHEN IT IS OBVIOUS THAT UNKNOWN OBSTRUCTIONS AND / OR GRADE DIFFERENCES EXIST THAT MAY NOT HAVE BEEN KNOWN DURING THE DESIGN. SUCH CONDITIONS SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE CITY ENGINEER. THE CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ALL NECESSARY REVISIONS DUE TO LACK OF SUCH NOTIFICATION.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY COORDINATION WITH SUBCONTRACTORS AS REQUIRED TO ACCOMPLISH OPERATIONS.
5. CONTRACTOR IS RESPONSIBLE FOR REPLACEMENT OF ANY EXISTING MATERIALS THAT ARE DAMAGED DURING CONSTRUCTION.
6. SEE SPECIFICATIONS FOR CONSTRUCTION REQUIREMENTS, MATERIALS, AND EXECUTION.
7. ALL PROPERTY LINES AND LOT LINES SHALL BE VERIFIED PRIOR TO COMMENCING WORK.
8. CONTRACTOR SHALL SUBMIT ALL SAMPLES PER SPECIFICATIONS. ALL SAMPLES SHALL BE APPROVED BY THE ARCHITECT OR OWNER'S REPRESENTATIVE PRIOR TO CONSTRUCTION.
9. DIMENSIONAL FLEXIBILITY SHALL BE WITHIN PLANT BEDS ONLY.
10. CONTRACTOR SHALL COORDINATE ALL SITE LAYOUT WITH THE LANDSCAPE ARCHITECT AND REPORT ANY DIMENSIONAL DISCREPANCIES PRIOR TO CONSTRUCTION.
11. HANDICAPPED RAMPS SHALL MEET ALL CURRENT BARRIER FREE DESIGN CODES.

1. THE CONTRACTOR SHALL VERIFY ALL RIGHTS OF WAY, EASEMENTS, PROPERTY LINES AND LIMITS OF WORK, ETC. PRIOR TO COMMENCING WORK.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING AND COORDINATING WITH ALL PERTINENT UTILITY COMPANIES 72 HOURS IN ADVANCE OF ANY DIGGING TO MAKE HIMSELF FAMILIAR WITH ALL UNDERGROUND UTILITIES, PIPES AND STRUCTURES. THE CONTRACTOR SHALL TAKE SOLE RESPONSIBILITY FOR ANY COST INCURRED DUE TO DAMAGE OF SAID UTILITIES.
3. THE CONTRACTOR SHALL NOT WILLFULLY PROCEED WITH CONSTRUCTION AS DESIGNED WHEN IT IS OBVIOUS THAT UNKNOWN OBSTRUCTIONS AND/OR GRADE DIFFERENCES EXIST SUCH CONDITIONS SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE OWNER'S REPRESENTATIVE AND/OR LANDSCAPE ARCHITECT. THE CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ALL NECESSARY REVISIONS DUE TO FAILURE TO GIVE SUCH NOTIFICATION.
4. ANY DISCREPANCIES BETWEEN DIMENSIONED LAYOUT AND ACTUAL FIELD CONDITIONS SHALL BE REPORTED TO THE OWNER'S REPRESENTATIVE AND LANDSCAPE ARCHITECT. FAILURE TO MAKE SUCH DISCREPANCIES KNOWN WILL RESULT IN CONTRACTOR'S RESPONSIBILITY AND LIABILITY FOR ANY CHANGES AND ASSOCIATED COST.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY COORDINATION WITH SUBCONTRACTORS AS REQUIRED TO ACCOMPLISH CONSTRUCTION INSTALLATION OPERATIONS.
6. THE CONTRACTOR SHALL PROVIDE AND MAINTAIN POSITIVE SURFACE DRAINAGE. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT, AND OR OWNER'S REPRESENTATIVE.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY EXISTING MATERIALS THAT ARE DAMAGED DURING CONSTRUCTION.
8. SEE SPECIFICATIONS, PLANT LIST AND PLANTING DETAILS FOR PLANTING REQUIREMENTS, MATERIALS AND EXECUTION.
9. ALL TREES TO HAVE CLAY LOAM OR CLAY BALLS - TREES WITH SAND BALLS SHALL NOT BE ACCEPTED.
10. ALL TREES TO BE APPROVED BY THE OWNER'S REPRESENTATIVE AND/OR LANDSCAPE ARCHITECT PRIOR TO DELIVERY TO THE SITE. ANY TREES DELIVERED TO THE SITE NOT PREVIOUSLY APPROVED MAY BE REJECTED AND ARE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.



WILDFLOWERS	
ACHILLEA MILLEFOLIUM	YARROW
ALLIUM CERNUUM	NODDING WILD ONION
ANEMONE VIRGINIANA	TAIL THIMBLEWEED
ANEMONE FRANSERIANA	WILD COLUMBINE
ASCLEPIAS TUBEROSA	BUTTERFLY WEED
ECHINACEA PURPUREA	PURPLE CONEFLOWER
MONARDA FISTULOSA	WILD BERGAMOT
PENSTEMON DIGITALIS	FOXGLOVE BEARD-TONGUE
PHLOXA SUBULANA	HARRY BEARD-TONGUE
RUDBECKIA HIRTA	BLACK-EYED SUSAN
RUDBECKIA TRILOBE	THREE-LOBED CONEFLOWER
SYMPHYOTRICHUM LAEVE	SMOOTH ASTER
SYMPHYOTRICHUM COULENTANGENS	PRAIRIE HEART-LEAVED
SYMPHYOTRICHUM PLENUM	HARRY ASTER
THALICTRUM AIOCEUM	EARLY RUE MEADOW
ZIZEA AUREA	GOLDEN ALEXANDERS

NAIVE GRASSES	SHRUBS/FORSYTHIA
BLUEJUNT GRASS	COMMON WATER PLANTAIN
BRIETLY SEDGE	GREAT ANGELICA
CRISTED OXALIS	NODDING BURN MARGOLD
BRIETLY CRATAEGE	WHITE ASTER
COMMON HOP SEDGE	TALL CORNPOSS
BOTTLEBRUSH SEDGE	FLYING DUTCHMAN
COMMON FOX SEDGE	COMMON BONESET
COMMON TUSsock SEDGE	SPOTTED JOE-PYE WEED
BROWN FOX SEDGE	SHRUB FLOER
VIRGINIA BLUE GRASS	SMOOTH ROSE MALLOW
POOR MANNA GRASS	COMMON CLOVER
COMMON RUSH	BRIMBLAZING STAR
RED TOP GRASS	FLORAL FLOWERS
DARK GREEN RUSH	GREAT BLUE LOBELIA
RED TOP GRASS	COMMON WATER HOREHOUND
RED RUSH	TIGHT STONECROP
CRISTED RUSH	ORIENTAL PLANT
PRATY GRASS	COMMON WATER HOREHOUND
COMMON CRASS	COMMON MOUNTAIN MINT
TEMPORARY GRASSES	COMMON ARROWWEED
COMMON OAT	WILD SENNA
	COP PLANT
	COMMON BURN REED
	NEW ENGLAND ASTER
	BRIETLY ASTER
	PURPLE MEADOW RUE
	BLUE YERVAN
	COMMON IRONWEED
	GOLDEN ALLEGRA
REF/COMMON SEEDING RATE:	0.1/1.5/4/6

ALL LANDSCAPE AREAS, INCLUDING THOSE WITHIN THE R.O.W. SHALL BE IRRIGATED WITH AN AUTOMATIC UNDERGROUND IRRIGATION SYSTEM. THE SYSTEM SHALL OPERATE IN COMPLIANCE WITH LOCAL STANDARDS AND SEASONAL RESTRICTIONS. SEPARATE ZONES SHALL BE PROVIDED FOR LAWN AREAS AND PLANTING BEDS. IRRIGATION SHALL BE DESIGNED IN THE MOST EFFICIENT MANNER NECESSARY TO FULLY IRRIGATE ALL PLANTING AREAS.

ALL LAWN AREAS DESIGNATED TO BE SEEDED, SHALL BE HYDRO-SEEDED WITH SPECIFIED BLENDS, AND STABILIZED WITH WOOD CELLULOSE FIBER MULCH (2,000 LBS PER ACRE). IN AREAS SUBJECT TO EROSION, SEEDED LAWN SHALL BE FURTHER STABILIZED WHERE NECESSARY WITH BIODEGRADABLE EROSION BLANKET AND STAKED UNTIL ESTABLISHED. ALL SEED SHALL BE APPLIED OVER A MINIMUM 3" PREPARED TOPSOIL, AND SHALL BE KEPT MOIST AND WATERED DAILY UNTIL ESTABLISHED.

SEEDING INSTALLATION SHALL OCCUR ONLY:
SPRING: APRIL TO JUNE
FALL: AUGUST 15 TO OCTOBER 15

ALL LAWN AREAS DESIGNATED TO BE SEEDED, SHALL BE HYDROSEEDED WITH TYPICAL DROUGHT TOLERANT, DURABLE BLENDED SEED MIX, AT A RATE OF 220 LBS PER ACRE

MIX IS COMPRISED OF

- 30% NITE HAWK PERENNIAL RYE
- 30% KENTUCKY BLUEGRASS
- 20% CREEPING RED FESCUE
- 10% MERIT KENTUCKY BLUEGRASS
- 10% NEWPORT KENTUCKY BLUEGRASS

April 15, 2025

Farmington Hills Planning Commission
31555 W 11 Mile Rd
Farmington Hills, MI 48336

PUD Review

Case: PUD 2, 2024/56-8-2024
Site: 29845, 29905, 29915, 30005, 30115 W 13 Mile
(Parcel IDs 22-23-11-201-001, -002, -004, -005, -006, -020, -021)
Applicant: Schafer Development, LLC
Application Date: Plans revised 3/18/25
Zoning: RA-1 One Family Residential District (20,000 square feet)

We have completed a review of the application for final PUD approval referenced above and a summary of our findings is below. Items in **bold** require specific action by the Applicant. Items in *italics* can be addressed administratively.



SUMMARY OF FINDINGS

Existing Conditions

1. **Zoning.** The site is currently zoned RA-1.
2. **Existing site.** The site is 12.04 acres over seven parcels and there are three houses present. The site has no wetlands or other notable natural features apart from trees, which are especially dense in the southern portion of the property.
3. **Adjacent Properties.**

Direction	Zoning	Land Use
North	RA-1	Single family homes
RA-1	RA-1	Single family homes
South	RA-1	Single family homes
West	RC-1	Baptist Manor

4. **Site configuration and access.** The site is proposed to be accessed from two driveways to 13 Mile Rd.

Project Summary

The applicant proposes a two-fold development under two names: The Tabernacle (6.06 acres) and Mulberry Park (5.98 acres).

The Tabernacle consists of nine buildings with a total of ~~33~~ 31 units of single-story attached ranch homes. The community will be a 55+, age-restricted neighborhood and an extension of Baptist Manor to the west, which will manage the development. This corresponds to the four westernmost existing parcels.

Mulberry Park consists of nine buildings with ~~36~~ 34 units of attached, two-story, 3-bedroom townhouses. These townhouses are for sale and the development will be managed by a property association. This corresponds to the three easternmost existing parcels.

Buildings in both developments are oriented toward a shared ring road with garages and driveways on the front façade. Structures are buffered from neighboring developments by a minimum 83.4-foot setback along the southern border, with a 67-foot greenbelt along 13 Mile Road.

PUD Qualification

At its meeting on April 18, 2024, the Planning Commission granted preliminary PUD qualification to this application with the following motion:

MOTION by Brickner, support by Aspinall, to make a preliminary finding that PUD 1, 2024, dated March 19th, 2024, submitted by Schafer Development LLC, qualifies for the Planned City of Farmington Hills Approved 05-16-2024 Planning Commission Meeting April 18, 2024 Page 13 Unit Development Option under Section 34-3.20.2.A through D. of the Zoning Chapter. It is further determined that the proposal meets at least one of the objectives as outlined in Section 34-3.20.2.E.i. through viii. and that it be made clear to the applicant that final granting of the PUD plan and contract requires approval by City Council, after recommendation by the Planning Commission, with the following finding and condition:

1. The proposed plan preliminarily meets the following qualification standards of Section 34- 3-20-2.E.i through viii.: Standards i, iii, vii, viii
2. The applicant shall include as part of their plans all the recommendations from the Giffels Webster review memorandum dated April 11, 2024.

Motion passed unanimously by voice vote.

This determination was made based upon the following:

Criteria for qualifications. In order for a zoning lot to qualify for the Planned Unit Development option, the zoning lot shall either be located within an overlay district or other area designated in this chapter as qualifying for the PUD option, or it must be demonstrated that all of the following criteria will be met as to the zoning lot:

- A. The PUD option may be effectuated in any zoning district.
- B. The use of this option shall not be for the sole purpose of avoiding the applicable zoning requirements. Any permission given for any activity or building or use not normally permitted shall result in an improvement to the public health, safety and welfare in the area affected.
The proposed use—townhouses—is not permitted in the RA-1 district. However, this proposed use may be considered as a deviation from the ordinance as a part of the PUD. Density is consistent with the RC-1 district.
- C. The PUD shall not be utilized in situations where the same land use objectives can be accomplished by the application of conventional zoning provisions or standards. Problems or constraints presented by applicable zoning provisions shall be identified in the PUD application. Asserted financial problems shall be substantiated with appraisals of the property as currently regulated and as proposed to be regulated.
The applicant is proposing density consistent with the RC-1 district. The Planning Commission should note that the site was carried forward from the 2009 Master Plan as a "special residential planning area." During the current planning process, it has been recognized that the thoroughfare frontage of the 13 Mile corridor, particularly between Orchard Lake and Middlebelt Roads, is less desirable for single-family residential lots. A flexible residential designation has been applied to the draft future land use map.
- D. The Planned Unit Development option may be effectuated only when the proposed land use will not materially add service and facility loads beyond those contemplated in the Future Land Use Plan unless the proponent can demonstrate to the sole satisfaction of the city that such added loads will be accommodated or mitigated by the proponent as part of the Planned Unit Development.
The number of attached units proposed on the site clearly exceeds the number of single-family units that could be built under RA-1 zoning (~~76~~ 69 versus 26). The applicant should provide a traffic study to compare the likely traffic volume from this development to potential commercial development on the site. The complex would utilize two access points to 13 Mile Rd.

E. The Planned Unit Development must meet, as a minimum, one of the following objectives of the city. The applicant has provided responses to five of the PUD objectives.

- i. **To permanently preserve open space or natural features because of their exceptional characteristics or because they can provide a permanent transition or buffer between land uses.**

The applicant notes that the attached concept plans include a substantial buffer to the neighboring subdivision. Rear yard buffers on the concept plan are generally 83 feet or greater.

- ii. To permanently establish land use patterns which are compatible or which will protect existing or planned uses.

- iii. **To accept dedication or set aside open space areas in perpetuity.**

The applicant proposes that the buffer area along the southern property line will be dedicated as an open space preservation area in perpetuity.

- iv. To provide alternative uses for parcels which can provide transition buffers to residential areas.

- v. To guarantee the provision of a public improvement which could not otherwise be required that would further the public health, safety, or welfare, protect existing or future uses from the impact of a proposed use, or alleviate an existing or potential problem relating to public facilities.

- vi. To promote the goals and objectives of the Master Plan for Land Use.

The applicant provided responses citing the Master Plan. However, the goals and policies listed in the Applicant's response were specific to the West Side of Orchard Lake and South of Thirteen Mile Study Area, which does not contain the subject site.

- vii. **To foster the aesthetic appearance of the city through quality building design and site development, the provision of trees and landscaping beyond minimum requirements; the preservation of unique and/or historic sites or structures; and the provision of open space or other desirable features of a site beyond minimum requirements.**

The applicant's response cites the southern perimeter setback for the provision of open space. In addition, the application notes the PUD will result in a unique townhouse development capable of producing an attractive for-sale community.

- viii. **To bring about redevelopment of sites where an orderly change of use is determined to be desirable.**

The applicant's narrative also addresses this criterion.

*Though only one objective must be met by the plan, the applicant's narrative addressed objectives i, iii, vi, vii, and viii. **The PC found that the plan preliminarily met objectives i, iii, vii, and viii.***

- F. The PUD shall not be allowed solely as a means of increasing density or as a substitute for a variance request; such objectives should be pursued through the normal zoning process by requesting a zoning change or variance.

An increase in density over current zoning is sought by the applicant. Given that the proposed use is not permitted in the underlying district, it appears that the request is not made solely to avoid a variance.

Final Determination

Per Section 34-3.20.5.B, the following must be submitted when seeking final determination of PUD qualification:

a. A boundary survey of the exact acreage being requested done by a registered land surveyor or civil engineer (scale not smaller than one inch equals one hundred (100) feet).	✓
b. A topographic map of the entire area at a contour interval of not more than two (2) feet. This map shall indicate all major stands of trees, bodies of water, wetlands and unbuildable areas (scale: not smaller than one inch equals one hundred (100) feet).	✓
c. A proposed land use plan indicating the following at a scale no smaller than one inch equals one hundred (100) feet (1" = 100'):	✓
(1) Land use areas represented by the zoning districts enumerated in Section 34-3.1.1 through Section 34-3.1.30 of this chapter.	*
(2) Vehicular circulation including major drives and location of vehicular access. Preliminary proposals as to cross sections and as to public or private streets shall be made.	✓
(3) Transition treatment, including minimum building setbacks to land adjoining the PUD and between different land use areas within the PUD.	✓
(4) The general location of nonresidential buildings and parking areas, estimated floor areas, building coverage and number of stories or height.	**
(5) The general location of residential unit types and densities and lot sizes by area.	✓
(6) A tree location survey as set forth in Section 34-5.18, Tree Protection, Removal and Replacement.	✓
(7) The location of all wetlands, water and watercourses and proposed water detention areas.	✓
(8) The boundaries of open space areas that are to be preserved and reserved and an indication of the proposed ownership thereof.	✓

(9) A schematic landscape treatment plan for open space areas, streets and border/transition areas to adjoining properties.	✓
d. A preliminary grading plan, indicating the extent of grading and delineating any areas which are not to be graded or disturbed.	✓
e. An indication of the contemplated water distribution, storm and sanitary sewer plan.	✓
f. A written statement explaining in detail the full intent of the applicant, indicating the type of dwelling units or uses contemplated and resultant population, floor area, parking and supporting documentation, including the intended schedule of development.	✓

***Land use is all attached single family; plan shows split between managed 55+ housing and for-sale unrestricted housing.**

****The plan does not include non-residential buildings.**

Site Plan Review (56-8-2024):

1. **Summary of Proposed Use.** The plan is presented as two site plans, both falling under the same PUD. The plan proposes ~~69~~ 65 total units in ~~17~~ 16 buildings; ~~36~~ 34 two-story townhome units are proposed to be for-sale units, each including three bedrooms; the ~~33~~ 31 ranch units are 55+. Access to the site would be via one driveway from 13 Mile, and a connection to Baptist Manor to the west.

2. **Density.** The parcel is 524,462.4 square feet. Density is determined by the number of rooms. To determine the number of rooms, the following standard (Section 34-3.5.2.F.) is applied:

Two-bedroom unit: 3 rooms

Three-bedroom unit: 4 rooms

The applicant proposes ~~69~~ 65 total units, including ~~36~~ 34 three-bedroom units (~~144~~ 136 rooms) and ~~33~~ 31 two-bedroom ranch units (~~99~~ 93 rooms). The following densities are permitted under conventional zoning:

District	Lot Area/sq ft	Rooms permitted
RC-1	1,900	276 rooms
RC-2	1,400	374 rooms
RC-3	1,050	499 rooms

Across the two portions of the PUD, ~~243~~ 229 rooms are proposed, which is in line with the RC-1 district.

Taken individually, the 6.06 acres of the Tabernacle portion permits 138 rooms in RC-1, and ~~99~~ 93 are provided. The 5.98 acres of the Mulberry Park portion permits 137 rooms in RC-1, and ~~144~~ 136 are provided; this number is in line with the permitted RC-1 density.

3. **Master Plan.** The master plan's Future Land Use map designates this site as Flex Residential, and it is part of a Residential Special Planning Area, titled 13 Mile Road Near Middlebelt in the 2024 Master Plan. This area covers several additional lots in that plan, and was identified as an area with the potential to be aggregated and redeveloped with a single access point off 13 Mile Rd.

Flex Residential Description

"The Flex Residential category is intended to acknowledge the challenging nature of redevelopment on the designated land and allow for a variety of approaches to future residential projects. Such

approaches may include clustering of detached or attached units, constructing units in a townhome, rowhouse, or cottage court format, duplexes, triplexes, or quadplexes in either side-by-side or stacked arrangements, with a height of one to three stories. In all cases, density beyond that permitted in the current zoning district should be tied to the provision of preserved open space, and especially natural buffers to adjacent, established neighborhoods. For more detail on the sites in the City that are identified for this category, see Special Residential Planning Areas in the following chapter.”

2024 Master Plan Recommendations for This Area

“The Flex Residential future land use category has been applied to this planning area.

Redevelopment could occur in a variety of formats, from small detached units to attached units built as townhomes, small multiplex buildings, or a mix of multiple styles. This category recommends clustering of units. Where a portion of the site is developed, planning for cross-connections to future redevelopment should be integrate into site design. Increases in density should be tied to deep buffering from the neighborhood to the south, including preservation of the natural vegetation to the greatest extent possible.”

4. **Dimensional Standards of the RA-1 district (34-3.1.4.E).** The applicant has not specified any requested relief from the dimensional standards of the RA-1 district.

Standard	RA-1 Requirement	Proposed (Overall)	Proposed (Tabernacle)	Proposed (Mulberry Park)
Lot Size	20,000 sq ft	12.04 acres	6.06 acres	5.98 acres
Lot width	100 ft	Over 1,000 feet	509.89	508.61
Lot coverage	25%	19%		
Front setback	40 ft	67 ft	67.05 ft	67 ft
Rear setback	35 ft	83.41 ft	83.41 ft	85.57 ft
Side setback (east)	10 ft/25 total of two	165.84 ft	To Mulberry Park	165.84 ft
Side setback (west)	10 ft/25 total of two	10.79 ft	10.79 ft	To Tabernacle
Building height	Max. 30 ft	27 ft; two stories max	20 ft; one story max	27 ft; two stories max

5. **Parking.** The applicant has proposed parking consistent with the requirements for 3-bedroom multi-family units.

Standard	Required Parking	Proposed
Two BR Unit or Three BR Unit	2 spaces/unit	Mulberry: Each proposed 3BR townhouse unit includes a two-car garage and driveway (20-22 ft) Tabernacle: Each proposed 2BR townhouse has a one-car garage and 22-foot driveway

6. **Circulation.** Vehicular circulation is via a ring road through both portions of the PUD, with outlets to 13 Mile Road and Baptist Manor. There is a pedestrian pathway through the center of the PUD, along the boundary between the two portions, and this connects to the public sidewalk, the plans have been revised to show sidewalk circulation throughout the site, with two small seating areas.

Fire and Engineering would like to see a stub connection to the east, but the applicant has stated that this is not practical. The updated narrative letter from the applicant also notes that the 13 Mile frontage will include a space for public art, and a pad for this installation is now shown where the internal sidewalk meets the public sidewalk.

7. **Open Space.** All areas outside the walls of the units are held in common in both portions. As noted in the project summary, Tabernacle will be managed by Baptist Manor, and Mulberry Park will be managed by an association of the units' owners. Each portion includes a small pocket park; the retention basin is on the Mulberry Park portion.
8. **Rooftop Screening (34-5.17).** Rooftop equipment does not appear to be proposed. Units placed on the ground may require screening.
9. **Waste Management.** The plan does not show dumpster enclosures on either portion of the PUD; the applicant notes that curbside pickup is planned.
10. **Lighting.** The only lighting proposed on the site is from standard residential wall sconces directed toward the ring road. These appear to have frosted glass preventing direct viewing of the source of illumination. The photometric plan indicates that lighting is concentrated in front of the units and the common areas around the site's perimeter are not lit.
11. **Landscaping (34-5.14) and Screening (34-5.14).** The majority of preserved trees are located along the road frontage and the southern property line; in both cases, the number preserved is adequate to meet the buffer tree requirements on the ordinance. A meandering 3-foot brick wall is proposed along the road frontage on both portions of the PUD. Arborvitae are provided in rows along the eastern property line in addition to the required trees.

Item	Required			Proposed/Comments
Landscape plan informational requirements (34-5.14.3)	To be prepared, signed, and sealed by a sealed landscape architect The spacing and root type of all proposed trees.			<i>Compliant</i>
Minimum size and spacing requirements (34-5.14.F)	Size	Center to center distance (max)		
	(Height/width)	groupings	rows	
• Evergreen Trees	8 ft. height	20 ft.	12 ft.	<i>Compliant</i>
• Narrow Evergreen Trees	5 ft. height	10 ft.	5 ft.	<i>Compliant</i>
• Large Shrubs	30 in. height	10 ft.	5 ft.	<i>N/A</i>
• Small Shrubs	24 in. width	4 ft.	4 ft.	<i>N/A</i>
• Large Deciduous	3 in. caliper	30 ft.	-	<i>Compliant</i>
• Small deciduous trees	2 in. caliper	15 ft.	-	<i>Compliant</i>
• Hedge shrubs	24 in. height	3 ft.	3 ft.	<i>N/A</i>
Canopy Trees (34-5.14.4)	One such tree shall be provided for each two thousand eight hundred (2,800) square feet of the paved surface area on the zoning lot			<i>This plan does not have a parking lot, which this standard is generally applied to.</i>

Parking lot screening from public thoroughfare (34-5.14.5)	A planted hedge of small shrubs, or A masonry wall or berm of 2 feet high	<i>No parking lot proposed, but 3' fence is proposed between ring drive and right-of-way, in addition to numerous existing and replacement trees.</i>
Buffer area from RA District (34-5.14.6)	Required along east and south property lines	<i>Preserved trees along the southern property line are adequate to meet the buffer tree requirement; a large portion of the required replacement trees are also placed in the buffer area and along the eastern property line to provide screening.</i>

No wall or berm is required given the absence of a parking lot; the plan does not provide any fences or walls in addition to the dense vegetative screening; **City Council may discuss whether this plan, as a PUD, warrants any additional screening.**

12. **Tree Removal.** A tree removal and replacement plan was provided. It provides calculations for Tabernacle and Mulberry Park separately. This plan was adjusted from the last submission. The middle column below shows the applicant's numbers, with our observations in the right column. **We find that the replacement calculations do not accurately reflect the trees listed to be removed. This will require verification.**

Tabernacle		
Standard	Shown in Table	Notes
Total Trees Removed	229	We count 214
Total Regulated Trees Removed	207 (replace 1:1)	We count 197
Total Landmark Trees/dbh	22 (527.1") X 0.25 = 131.78" / 3 = 44	We count only 17 removals, with 433.5 " dbh = 36 replacements
Replacements Required	207 + 44 = 251	233
Replacements Provided	202 + 49 on Baptist Manor property	
Mulberry Park		
Standard	Shown in Table	Notes
Total Trees Removed	153	We count 140
Total Regulated Trees Removed	103 (replace 1:1)	We count 100
Total Landmark Trees/dbh	50 (1,320.2" dbh) X 0.25 = 330.05" / 3 = 110	We count 40 removals, with 1,041.5" dbh = 87 replacements
Replacements Required	103 + 110 = 213	187
Replacements Provided	213	
Totals		
Required	464	
Provided	415 + 49 off-site = 464	
Total Shortfall		

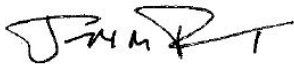
13. Relief Sought from Ordinance Standards

- a. Permit attached units at RC-1 density.
- b. Permit 49 replacement trees to be planted off-site.

It appears possible that this plan could be achieved under RC-1 zoning.

We are available to answer questions.

Respectfully,
Giffels Webster



Joe Tangari, AICP
Principal Planner



Julia Upfal, AICP
Senior Planner



Current zoning



Master Plan designations for this area. See discussion above.




Wetland map



DEPARTMENT OF PUBLIC SERVICES
JACOB RUSHLOW, P.E., DIRECTOR

INTEROFFICE CORRESPONDENCE

DATE: April 10, 2025
TO: Eric Perdonik, City Planner
FROM: James Cubera, City Engineer 
SUBJECT: **THIRD REVISED:** The Tabernacle & Mulberry Park
29845, 29905, 29915, 30005, & 30115 Thirteen Mile Road
22-23-11-201-002 thru 006, 021 & 022
THIRD REVISED PUD #2, 2024; PJ #11-23-89

This office has performed a preliminary review of the above referenced revised PUD plan submitted to the Planning Department on March 26, 2025. We have no objection to this plan as many of our concerns have been addressed or will be addressed during construction review. Our preliminary comments remain as stated in our memo of November 12, 2024, and February 21, 2025.



FIRE
FARMINGTON
HILLS



INTEROFFICE CORRESPONDENCE

DATE: April 7, 2025
TO: Planning Commission
FROM: Jason Baloga, Fire Marshal
SUBJECT: Re-Revised PUD 2-2024, Site Plan 56-8-2024 (Mulberry Park & The Tabernacle)

The Fire Department has no objection to approval of this site plan contingent upon compliance with the following requirements:

1. Building shall be maintained in accordance with minimum Fire Prevention Code requirements.
2. 72 hours or more of backup power may be considered for age restricted buildings.
3. Site shall meet Chapter 12, Section 12-11(2)d of the City Ordinance (hydrants); "All points on the exterior of the building shall be no further than two hundred fifty (250) feet from a hydrant."

A handwritten signature in blue ink, appearing to read 'Jason Baloga'.

Jason Baloga, Fire Marshal

JB/al

**MINUTES
CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
APRIL 18, 2024, 7:30 P.M.**

CALL MEETING TO ORDER

The Planning Commission Regular Meeting was called to order by Chair Trafelet at 7:30 p.m.

ROLL CALL

Commissioners present: Aspinall, Brickner, Mantey, Trafelet, Stimson, Varga, Ware

Commissioners Absent: Countegan, Grant

Others Present: City Planner Perdonik, Staff Planner Canty, Staff Engineer Alexander,
City Attorney Schultz, Planning Consultants Tangari and Upfal

APPROVAL OF THE AGENDA

MOTION by Brickner, support by Aspinall, to approve the agenda as submitted.

Motion passed unanimously by voice vote.

D. PLANNED UNIT DEVELOPMENT (PUD) QUALIFICATION 1, 2024

LOCATION: South side of Thirteen Mile Road, approximately 0.3 miles west
 of Middlebelt Road
PARCEL I.D.: 22-23-11-201-001, 002, 004, 005, 006, 020, and 021
PROPOSAL: Construction of ranch and townhomes in RA-1, One Family
 Residential zoning district
ACTION REQUESTED: Qualification of PUD
APPLICANT: Schafer Development, LLC
OWNER: MOBI Investments, LLC, and Detroit Baptist Manor

Spencer Schafer, Steve Schafer, and Aaron Schafer were present on behalf of this request for PUD qualification, in order to construct a ranch and townhome development in the RA-1 residential zoning district, on parcels located on the south side of Thirteen Mile Road, approximately 0.3 miles west of Middlebelt Road. Ryan Goleski and Ryan Doelle, Baptist Manor, were also present.

Spencer Schafer provided the following information:

- Schafer Development is under contract with property owner Moby Investments, LLC. Schafer Development and Baptist Manor are coordinating their efforts on a PUD qualification, to ensure both properties are developed in a cohesive and complementary land use pattern.
- The applicants have had substantial outreach to the neighbors (Westgate, Holly Hills) in the first 3 months of this year. Additionally, they had watched the recordings of the Planning Commission and City Council meetings for the previous proposal for this site, and understood neighbor concerns as stated in those meetings.
- The properties are currently zoned RA-1 single family. However, the likelihood of the properties being developed as single-family homes is very low. The draft Master Plan currently under

consideration contemplates this parcel for flex residential, allowing a variety of single residential products up to 3 stories in height.

- Neighbors' concerns included setbacks, traffic, density, building height. Based on conversations with the neighbors, the applicants had revised their initial plans relative to height and density. They were requesting forty 22' wide two-story townhouses. They were also working in conjunction with Baptist Manor, who wanted to develop their property as part of this PUD with age restricted single-story condominium ranches. The result will be a multi-generational community, with townhomes targeted toward young families, and ranches targeted toward senior citizens.
- The plans as submitted met all the requirements of the RC District, with the exception of some internal side yard setbacks. The applicants were in discussion with two nationally traded home builders. The proposed setbacks are consistent or greater than other similar communities in the southeast Michigan area.
- City Engineer Cubera had communicated concern about providing internal connections to development to the west. Fire and other public safety individuals were concerned about providing good circulation within the development. The applicants felt their plan met both these concerns.
- There was a substantial change in topography to the east of the proposed site, which made further development on those single-family residential sites unlikely.
- Regarding the submitted site plan, there is an optional sunroom extension and deck extension. Homeowners who utilize that option would have a 67' setback to the Holly Hill Farms subdivision to the south. Those who did not utilize that option would have a 70' setback.
- The PUD option enables the applicant to shift the development further north, increasing the buffer to the south. This would leave a 35' greenbelt to the north, with the potential of adding landscape walls and plantings to further shield and buffer the development from the roadway. They were providing as large a buffer as possible to satisfy the neighbors to the south. Additionally, the applicants were exploring providing a 40'-50' conservation easement to the south. They had also discussed with the residents filling in any landscape gaps in that area, potentially placing some of the developer's required landscaping on neighboring properties.
- Generous setbacks had also been provided to the properties to the east and west.
- The applicants had spoken with the residential neighbor to the east; they were proposing locating the detention basin closer to 13 Mile Road and bringing the eastern townhouses closer in to the site, minimizing disruption to the east as much as possible.
- Renderings showed representative examples of the 2-story townhomes, as well as the 1-story ranches that Baptist Manor was seeking to develop.

Planning Commission questions and discussion:

Commissioner Mantey said that he would want to walk the site, to see what the planned buffer actually looked like in terms of distance from the properties to the south.

Commissioner Stimson asked if Engineering will have issues with the easternmost access not being directly opposed to the Westgate subdivision entrance to the north. And while development to the east of the proposed site might not be likely right now, some type of future access or cross easement to the east should at least be discussed, in case the residential properties to the east ever did develop. Last, per the renderings the front elevations of the townhomes provided contrasting looks, but the rear elevations were all identical, resulting in a more massive appearance, rather than presenting as distinct units.

Planner's review

Referencing the April 11, 2024 Giffels Webster memorandum, Planning Consultant Tangari gave the background and review for this request for PUD Qualification.

- The site is 12.04 acres and there are four houses present. The site has no wetlands or other notable natural features apart from trees, which are especially dense in the southern portion of the property. There are two development areas on the conceptual plan: the three easternmost properties are identified for a 2-story townhome development, and the four westernmost parcels are identified for age-restricted (55+) ranch homes.
- The applicant's concept plan shows 40 units of attached, two-story townhouses in eight buildings, each including four to six units, and 36 units of attached, one-story, age-restricted ranch townhomes in nine buildings, each including three to five units. The age-restricted portion of the project is to be constructed in collaboration with Baptist Manor, which borders the site to the west.
- Tonight the Planning Commission is being asked whether this proposal qualifies for a PUD. Qualification standards are listed on pages 2-4 of the April 11 memorandum.
 - A. The PUD option may be effectuated in any zoning district.
 - B. The use of this option shall not be for the sole purpose of avoiding the applicable zoning requirements. Any permission given for any activity or building or use not normally permitted shall result in an improvement to the public health, safety and welfare in the area affected.

The proposed use – townhouses – is not permitted in the RA-1 district. However, this proposed use may be considered as a deviation from the ordinance as a part of the PUD. Density is consistent with the RC-1 District.

- C. The PUD shall not be utilized in situations where the same land use objectives can be accomplished by the application of conventional zoning provisions or standards. Problems or constraints presented by applicable zoning provisions shall be identified in the PUD application. Asserted financial problems shall be substantiated with appraisals of the property as currently regulated and as proposed to be regulated.

The applicant is proposing density consistent with the RC-1 district. The Planning Commission should note that the site was carried forward from the 2009 Master Plan as a "special residential planning area." During the current planning process, it has been recognized that the thoroughfare frontage of the 13 Mile corridor, particularly between Orchard Lake and Middlebelt Roads, is less desirable for single-family residential lots. A flexible residential designation has been applied to the draft future land use map.

- D. The Planned Unit Development option may be effectuated only when the proposed land use will not materially add service and facility loads beyond those contemplated in the Future Land Use Plan unless the proponent can demonstrate to the sole satisfaction of the city that such added loads will be accommodated or mitigated by the proponent as part of the Planned Unit Development.

The number of attached units proposed on the site clearly exceeds the number of single-family units that could be built under RA-1 zoning (76 versus 26). The applicant should provide a traffic study to compare the likely traffic volume from this development to potential commercial development on the site. The complex would utilize two access points to 13 Mile Road.

- E. The Planned Unit Development must meet, as a minimum, one 8 objectives as listed in the Ordinance and on on pages 3-4 of the April 11 memorandum. The applicants believe they have met 5 of the objectives:

- i. To permanently preserve open space or natural features because of their exceptional characteristics or because they can provide a permanent transition or buffer between land uses.

The applicant notes that the attached concept plans include a substantial buffer to the neighboring subdivision. Rear yard buffers on the concept plan are generally 70 feet, with one ranch building at 60 feet. There has also been conversation regarding a conservation easement.

- iii. To accept dedication or set aside open space areas in perpetuity.

The applicant proposes that the buffer area along the southern property line will be dedicated as an open space preservation area in perpetuity.

- vi. To promote the goals and objectives of the Master Plan for Land Use.

The applicant provided responses citing the Master Plan. However, the goals and policies listed in the Applicant's response were specific to the West Side of Orchard Lake and South of Thirteen Mile Study Area, which does not contain the subject site.

- vii. To foster the aesthetic appearance of the city through quality building design and site development, the provision of trees and landscaping beyond minimum requirements; the preservation of unique and/or historic sites or structures; and the provision of open space or other desirable features of a site beyond minimum requirements.

The applicant's response cites the southern perimeter setback for the provision of open space. In addition, the application notes the PUD will result in a unique townhouse development capable of producing an attractive for-sale community.

- viii. To bring about redevelopment of sites where an orderly change of use is determined to be desirable.

The applicant's narrative also addresses this criterion.

- F. The PUD shall not be allowed solely as a means of increasing density or as a substitute for a variance request. Such objectives should be pursued through the normal zoning process by requesting a zoning change or variance.

An increase in density over current zoning is sought by the applicant. Given that the proposed use is not permitted in the underlying district (attached townhomes), it appears that the request is not made solely to avoid a variance.

Regarding the conceptual site plan and use:

- The plan proposes 76 total units in 17 buildings; 40 two-story townhome units are proposed to be for-sale units, each including three bedrooms; a room count was not specified for the 36 ranch units. Access to the site would be from 13 Mile.
- The proposed density is not possible to determine without bedroom counts for the ranch units, though it appears that the full project would be in line with maximum permitted density in the RC-1 district. Under RA-1 zoning, the maximum number of units available is 26.

The applicants affirmed the density will be less than the maximum allowed for the RC-1 district.

- The applicant is seeking relief from the height limit of the underlying RA-1 district to permit a building height of 41 feet rather than the permitted 30'.
- The proposed parking is consistent with the requirements for 3-bedroom multi-family units.
- Concept plans do not show pedestrian circulation through the site; this, among other items, will be a point of discussion at final PUD if this plan is qualified.
- An area designated as recreation/open space should be provided as a part of the schematic landscape plan required at final PUD determination.

In summary, relief sought from ordinance standards includes:

- a. Permit multi-family at RC-1 density.
- b. Permit attached units.

It is possible the plan could be achieved under RC-1 zoning.

Planning Commission discussion and action

Commissioner Mantey said that for him the most important objective for a PUD at this location is to permanently preserve open space and/or natural features. A buffer is a permanent preservation; it is not a setback.

MOTION by Brickner, support by Aspinall, to make a preliminary finding that PUD 1, 2024, dated March 19th, 2024, submitted by Schafer Development LLC, qualifies for the Planned Unit Development Option under Section 34-3.20.2.A through D. of the Zoning Chapter. It is further determined that the proposal meets at least one of the objectives as outlined in Section 34-3.20.2.E.i. through viii. and that it be made clear to the applicant that final granting of the PUD plan and contract requires approval by City Council, after recommendation by the Planning Commission, with the following finding and condition:

1. The proposed plan preliminarily meets the following qualification standards of Section 34-3-20-2.E.i through viii.: Standards i, iii, vii, viii
2. The applicant include as part of their plans all the recommendations from the Giffels Webster review memorandum dated April 11, 2024.

Motion passed unanimously by voice vote.

APPROVAL OF MINUTES

**March 21, 2024, Special Meeting, and March 21, 2024
Regular Meeting**

MOTION by Varga, support by Brickner, to approve the March 21, 2024 Special Meeting minutes, and March 21, 2024 Regular Meeting minutes as submitted.

Motion carried unanimously by voice vote.

PUBLIC COMMENT

None.

COMMISSIONER/STAFF COMMENTS

ADJOURNMENT

Motion by Trafelet, support by Aspinall, to adjourn the meeting.

Motion carried unanimously by voice vote.

The meeting was adjourned at 9:33pm.

Respectfully Submitted,
Kristen Aspinall
Planning Commission Secretary

/cem

**CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
OCTOBER 17, 2024, 7:30 P.M.**

CALL MEETING TO ORDER

The Planning Commission Regular Meeting was called to order by Chair Trafelet at 7:30 p.m.

ROLL CALL

Commissioners present: Aspinall, Brickner, Mantey, Trafelet, Varga, Ware, Countegan, Stimson

Commissioners Absent: Grant

Others Present: Planning and Community Development Director Kettler-Schmult, Staff Planner Canty, Planning Consultants Tangari and Upfal (Giffels Webster), Staff Engineer Alexander, City Attorney Schultz

APPROVAL OF THE AGENDA

MOTION by Aspinall, support by Brickner, to approve the agenda as published.

Motion passed unanimously by voice vote.

A. PUD PLAN 2, 2024, INCLUDING SITE PLAN 56-8-2024

LOCATION: South side of Thirteen Mile Road, just west of Middlebelt Road
PARCEL I.D.: 22-23-11-201-001, -002, -004, -005, -006, -020, and -021
PROPOSAL: Construction of multiple-family dwellings within RA-1, One Family Residential District
ACTION REQUESTED: Schedule for Public Hearing
APPLICANT: Steven Schafer

OWNER: Detroit Baptist Manor and MOBI Investments

Chair Trafelet introduced this agenda item and invited the applicant to make their presentation.

Applicant presentation

Spencer Schafer, Schafer Development, gave an overview of this proposed development:

- The subject site is located on the south side of 13 Mile between Middlebelt Road and Orchard Lake Road. The development site is directly east of the Baptist Manor facility. To the north is Westgate Subdivision, and to the south is Holly Hills Farms.
- The project is a planned unit development, with two different residential communities within the single PUD.
 - The Mulberry Way Townhouses will feature two-story, for sale units, directly east of property owned by the Baptist Manor.
 - The Tabernacle Community will feature one-story ranch homes, rented to active adults, on property owned by and directly adjacent to the Baptist Manor.
 - There will be 76 total units: 40 townhouses and 36 age-restricted rental homes.

Community Engagement

The development team has held seven or eight meetings with the local HOAs and residents to receive feedback. Several modifications have been made to the original proposal as the result of this feedback, including a permanent open space preservation buffer between this project and Holly Hills Farms.

Project Details

The Planning Commission granted unanimous approval for PUD qualification at its April 18, 2024 meeting. The plan remains substantially the same. In the interim Schafer Development has assisted the Baptist Manor in choosing an architect who has helped develop floor plans, and Schafer Development has also substantially completed their site plans, which they have shared with the neighbors.

Response to review letters:

Regarding height:

- The townhouses will be 27' high, below the 30' maximum.
- The ranch homes will be 17' high.
- The heights meet ordinance requirements.

Regarding zoning and future land use:

- The site is currently zoned RA-1, which allows only single-family detached housing.
- The new Master Plan classifies this area as flex residential, supporting attached housing options for both younger individuals and downsizing seniors, providing "missing middle" housing.

Regarding stormwater management:

- A modified plan shown this evening includes a third detention basin that may be needed in the southeast corner of the site. The development team will collaborate with city engineers to refine stormwater management as needed.
- The buildings will have pitched roofs, allowing water to run off into the front and rear yards. The water draining off the rear roof will be channeled into the main stormwater system.

Regarding traffic and access:

- In response to the City Engineer's review, the applicant is studying the feasibility of creating a boulevard entrance to align ingress and egress with the entrance to the Westgate Subdivision.
- Baptist Manor has a signal to the west. The applicants will work to ensure that what they propose will be the best means of access to that community.

Lot coverage ratio:

- Maximum allowed lot coverage ratio is 25%; the applicant is proposing 21%.

Fire and Life Safety Improvements:

- A T-intersection in the southwest corner has been reconfigured based on feedback from engineers and the Fire Marshal to improve access for emergency vehicles.
- A traffic study will hopefully be available before the public hearing.

Tree Replacement and Preservation:

- The City requires 234 replacement trees. The developer will plant 200 new trees, with monies placed in the township's tree replacement fund for the shortfall.
- The landscape plan prioritizes maintaining the existing tree canopy, while focusing on filling gaps where trees have fallen or been removed.

Architectural and Design Overview

- The townhouses and ranch homes will feature harmonized but distinct design elements to ensure architectural continuity across the development.
- Preliminary renderings of townhouse interiors were shared to give the Commission a sense of the design.
- Baptist Manor's architect is still working on the final design for the ranch homes.

Response to Giffels Webster review comments:

- Fleis and VandenBrink, will conduct a traffic study to ensure compliance, and to evaluate the feasibility of the single boulevard entrance.
- The development will feature private roads managed by a homeowner's association.
- Regarding installing a road stub to the east, where there are four single-family lots between this project and Cove Creek condominiums, one of the four lots sold earlier this year, with the buyer intending to build a single-family home. Additionally, the topography and the status of the other property owners makes acquisition and combination of those properties very unlikely. Last, the HOA is going to be managing the private roads in this development, and the applicant would prefer not to burden them with future maintenance involving traffic from the east.
- Most of the ranch units and townhomes will be slab on grade, though some walkout basements may replace retaining walls to minimize environmental impact.

Mr. Schafer concluded that they will have changes submitted to the Planning Department within the next week, and he asked for the Commission to schedule a public hearing on this project.

Commission questions and discussion

In response to questions, Mr. Schafer gave the following further information:

- While there was some change in the configuration of the units on the Baptist Manor site, the number of units will remain the same.
- Bogaerts Design is working on the Baptist Manor development, while a different architect is responsible for the townhouses.
- A joint development agreement with Baptist Manor will work out the details of phased development. The horizontal portion (road infrastructure, etc.) will be done at the same time. Construction is likely beginning summer or fall 2025.
- The applicant will explore using a tree conservation easement or similar designation of the landscape buffer area. Commissioner Mantey noted the importance of enforcing against homeowner encroachment in the buffer area.

Commissioner Mantey emphasized the need for a pedestrian walkway connecting the senior development to Baptist Manor, promoting walkability. Seniors often did not find pleasure walking along busy roadways.

Mr. Schafer agreed to explore the feasibility of adding an internal sidewalk.

Commissioner Aspinall expressed concern about the single entrance for two distinct developments, finding such a single entrance potentially confusing.

MOTION by Countegan, support by Brickner, that PUD 2, 2024, including Site Plan 56-8-2024, submitted by Steven Schafer, be set for public hearing for the Planning Commission's next available regular meeting agenda.

Motion passed unanimously by voice vote.

C. PUD QUALIFICATION 3, 2024

LOCATION:	29150 Twelve Mile Road
PARCEL I.D.:	22-23-12-376-035
PROPOSAL:	Construction of multiple-family dwellings within RA-1A, One Family Residential District
ACTION REQUESTED:	Qualification of PUD
APPLICANT:	Schafer Development, LLC
OWNER:	Mike H. Yousif

Applicant presentation

Aaron Schafer, Schafer Development, was present on behalf of this application for PUD qualification.

Mr. Schafer explained that the goal of this for sale owner-occupied townhome project is to attract first-time homebuyers, including singles, couples, and young families, thereby addressing the "missing middle" housing need. The townhomes will include two and three bedroom units with two-car garages.

The 4.55-acre site is north of 12 Mile Road, about a quarter mile west of Middlebelt Road. The site is zoned RA-1A for single-family residential. The Woodcreek subdivision is directly to the north, zoned RA-1A and RA-1B. To the east is the Levy property, a single-family residence zoned RA-1A. To the south, Timbercrest is a single-family condominium community zoned RA-2. To the west, the AIM High School property is a private school use zoned RA-1A, with potential for a Knox Box access to provide shared emergency access.

Communication with neighbors:

- Schafer Development has met with the neighbors, including several meetings with the Wood Creek HOA President, resulting in over 110' setback to the northern property line, preserving the mature vegetation that has grown around the creek.
- Schafer Development has also been in contact with their eastern neighbors, the Levy and Cole families. Based on those conversations, Schafer is working to plant additional native tree species in the areas where there are gaps and shifted the townhome units to the west to create more separation from the Levy residence, losing 2 units.
- Schafer Development has met with Headmaster Earls at AIM Academy, to discuss the possibility of granting Knox Box access to the property, thereby providing two means of emergency access to the AIM property as well as to the proposed development property. This had been requested by City Engineer Cubera.

Design Revisions, Specifications, and Access Plan

- Original plan with 30 units was reduced to 28 units, allowing for larger end-cap units and providing more open space. Open space had increased from 21% to 29%.

- The proposed layout with two T-shaped stubs on either property line will be discussed further with engineering and Fire, who had shared concerns about this layout. The proposed Knox Box emergency access via the AIM Academy may alleviate those concerns. In any event, the applicant will coordinate with the Fire Marshal to develop a plan that does not require emergency vehicles to back up or turn around.
- The Road Commission for Oakland County is planning on expanding 12 Mile Road in this area with a dedicated left-turn access to Middlebelt Road. Schafer Development will collaborate with the Road Commission to align the development's ingress/egress with the planned road expansion.
- The height of the buildings will be approximately 27'; the height limit in the RA-1A District is 30'. Renderings showed elevation examples. The larger units will permit a 3rd bedroom. The smaller 24' units will provide 2 bedrooms and a den, which could be converted to a 3rd bedroom.

In response to comments, Mr. Schafer confirmed that discussions were ongoing with the Fire Marshal about ensuring safe access with either Knox Box access or a secondary open entrance from AIM high school. A cul-de-sac design for the eastern end will be considered if the T-shaped roadway is deemed insufficient.

Planning Consultant report

Referencing the October 10, 2024 Giffels Webster memorandum, Planning Consultant Tangari gave the background for this request for PUD qualification. Highlights from the review letter included:

- The project proposes 28 attached townhomes with two-car garages in eight buildings. All units have 2-car garages.
- The T-shaped roadway will stub to both the east and west property lines for future access. As noted, Engineering and Fire have expressed concerns with this design. If the project is qualified for a PUD, discussions should be held with these departments prior to submitting a final site plan.

PUD Qualification criteria

Under Section 34-3.20.2, the Planning Commission may make a determination that the site qualifies for a PUD based on criteria and procedures in the ordinance. Pages 2-4 of the review memorandum address the criteria relative to this proposal. Per Section 34-3.20.2.E., the Planned Unit Development must meet, as a minimum, one of the 8 objectives listed. The applicant has provided information regarding 4 of the objectives, including:

- i. To permanently preserve open space or natural features because of their exceptional characteristics or because they can provide a permanent transition or buffer between land uses.

The applicant notes that the northern portion of the site is reserved as open space and a detention basin, and that this design was chosen to separate the units from single family development to the north.

- iii. To accept dedication or set aside open space areas in perpetuity.

The applicant cites permanent buffers along the northern and eastern property lines.

- iv. To provide alternative uses for parcels which can provide transition buffers to residential areas.

The applicant proposes that the development would provide a transition between single-family housing and the school use to the west.

- v. To guarantee the provision of a public improvement which could not otherwise be required that would further the public health, safety, or welfare, protect existing or future uses from the impact of a proposed use, or alleviate an existing or potential problem relating to public facilities.

The applicant primarily cites the dedication of a large area in the north of the site as open space.

Planning Consultant Tangari said that the PUD did not appear to be requested solely as a means of increasing density or as a substitute for a variance request. The applicant is seeking an increase in density, but the proposed use is not generally permitted in the underlying district, so the request is not simply to increase density.

Regarding the conceptual plan:

As presented, the plan appeared to be line with the RC-1 district. The Master Plan designates the area as single family low density. No deviations from the dimensional standards of the RA-1A district are being requested. Parking requirements are being met. Lot coverage will be provided during final site plan review.

Relief sought from ordinance standards

The only relief sought from ordinance standards is to permit attached single family residences at RC-1 density.

Commission questions and discussion

- Commissioner Mantey was hesitant to accept using townhomes as a buffer for school locations, noting that often schools were located adjacent to residential neighborhoods with no buffer, and he did not want to set a precedent that there should be one. He would support the project based on the preservation of open space, as noted in criteria ii, iii, and v.
- Commissioner Stimson asked how many units could be provided under the cluster option. Planning Consultant Tangari said that the site could accommodate 8 or 9 units under a cluster option.

MOTION by Brickner, support by Countegan, to make a preliminary finding that PUD 3, 2024, submitted by Schafer Development, LLC, qualifies for the Planned Unit Development option under Section 34-3.20.2.A through D. of the Zoning Chapter. It is further determined that the proposal meets at least one (1) of the objectives as outlined Section 34-3.20.2.E.i. thru viii., and that it be made clear to the applicant that final granting of the PUD plan and agreement requires approval by City Council, after recommendation by the Planning Commission.

1. **The proposed plan preliminarily meets the following qualification standard(s) of Section 34-3-20-2.E.i through viii.:**
 - i. **To permanently preserve open space or natural features because of their exceptional characteristics or because they can provide a permanent transition or buffer between land uses.**
 - iii. **To accept dedication or set aside open space areas in perpetuity.**
 - iv. **To provide alternative uses for parcels which can provide transition buffers to residential areas.**
 - v. **To foster the aesthetic appearance of the city through quality building design and site development, the provision of trees and landscaping beyond minimum requirements; the preservation of unique and/or historic sites or structures; and the provision of open space or other desirable features of a site beyond minimum requirements.**

Motion passed unanimously by voice vote.

D.

APPROVAL OF MINUTES

Approval of September 16, 2024, City Council-Planning Commission Joint Meeting, and September 19, 2024, Regular Meeting

MOTION by Aspinall, support by Ware, to approve the September 16, 2024 City Council-Planning Commission Joint Meeting minutes and the September 19, 2024 Regular Planning Commission meeting minutes as submitted.

Motion passed unanimously by voice vote.

PUBLIC COMMENT

None

ADJOURNMENT

Motion by Ware, support by Varga, to adjourn the meeting.

Motion passed unanimously by voice vote.

The meeting was adjourned at 10:16pm.

Respectfully submitted,
Kristen Aspinall,
Planning Commission Secretary

/cem

**CITY OF FARMINGTON HILLS
PLANNING COMMISSION MEETING
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN
NOVEMBER 21, 2024, 7:30 P.M.**

CALL MEETING TO ORDER

The Planning Commission Regular Meeting was called to order by Chair Trafelet at 7:30 p.m.

ROLL CALL

Commissioners present: Aspinall, Brickner, Trafelet, Varga, Countegan

Commissioners Absent: Grant, Mantey, Ware, Stimson

Others Present: City Planner Perdonik, Planning Consultants Tangari and Upfal (Giffels Webster), Engineering Division representative Natasha Sonck, City Attorney Schultz

APPROVAL OF THE AGENDA

MOTION by Countegan, support by Aspinall, to approve the agenda as published.

Motion passed unanimously by voice vote.

PUBLIC HEARING

A. PUD PLAN 2, 2024, INCLUDING SITE PLAN 56-8-2024

LOCATION: South side of Thirteen Mile Road, just west of Middlebelt Road
PARCEL I.D.: 22-23-11-201-001, -002, -004, -005, -006, -020, and -021
PROPOSAL: Construction of multiple-family dwellings within RA-1, One Family Residential District
ACTION REQUESTED: Recommendation to City Council
APPLICANT: Steven Schafer
OWNERS: Detroit Baptist Manor and MOBI Investments

Aaron and Steven Schafer, Schafer Development, were present on behalf of this application for a Planned Unit Development to construct multiple-family dwellings within RA-1, One Family Residential District.

Applicant presentation

Overview

Aaron Schafer gave an overview of this proposed development:

- The 12.04 acre site is located on the south side of 13 Mile between Middlebelt Road and Orchard Lake Road. The development site is directly east of the Baptist Manor facility. To the north is Westgate Subdivision, and to the south is Holly Hill Farms.
- The project is a planned unit development, with two different residential communities within a single PUD:
 - The Mulberry Way townhouse site (5.9 acres) will feature 40 two-story, for sale units, directly east of property owned by the Baptist Manor
 - The Tabernacle community will feature 36 one-story age-restricted rental ranch homes, on property owned by and directly adjacent to the Baptist Manor.

Timeline

- January 2024 the property was put under contract
- April 18, 2024 Applicant secured PUD qualification from the Planning Commission
- October 17, 2024 Applicant presented to the Planning Commission, who set a date for tonight's public hearing.

Community outreach

- February 2024 – present. Met multiple times with both the Westgate and Holly Hill Farms Homeowners Associations.
 - February 2, 2024 – Westgate HOA
 - February 6, 2024 – Holly Hill Farms HOA
 - March 3, 2024 – Westgate Annual HOA Neighborhood Meeting
 - March 26, 2024 – Holly Hill Farms HOA
 - April 9, 2024 – Holly Hill Farms Neighborhood Meeting
 - September 23, 2024 – Westgate HOA
 - October 11, 2024 – Holly Hill Farms HOA

Background work regarding the site

Since the April and October Planning Commission meetings, Schafer Development has completed the following:

- Assisted the Baptist Manor team in selecting an architect to design their ranch units
- Engaged with Civil Engineering Firm Nowak & Fraus to prepare the Site Plan/PUD Package
- Incorporated Giffels Webster, Engineering and Fire Department Review Letter(s) feedback into Site Plan/PUD Package
- Engaged with Wetlands Consultant ASTI and conducted on-site pre-application meeting with EGLE (Michigan Department of Environment, Great Lakes, and Energy) to verify no wetland permits are required for this project.

Special planning area – flex residential

- The site has been designated as a special planning area since the adoption of the 2009 Master Plan.
 - This designation recognizes that the thoroughfare frontage along 13 Mile Road, particularly between Orchard Lake and Middlebelt, is less desirable for single-family residential lots.
 - Homes in this area back directly onto 13 Mile Road, which experiences significantly higher traffic levels compared to nearby neighborhoods like Westgate and Holly Hill Farms, which are set farther back from the thoroughfare.
 - The special planning area designation encourages cluster development to preserve as much natural vegetation as possible.
- On the 2024 Future Land Use Map, the property is identified as "flex residential," which:
 - Supports creative redevelopment approaches for challenging sites.
 - Allows for a maximum building height of three stories.
 - Emphasizes the preservation of open space and natural buffers to adjacent established communities.
 - This project includes a substantial southern perimeter setback of approximately 60 to 70 feet from Holly Hill Farms, the adjacent development to the south.
 - The development prioritizes preserving as many existing trees as possible to maintain natural buffers and open space.

Site plan updates:

- **Road Design Updates:** A key point in Mr. Cubera's Engineering review letter was the recommendation to eliminate the "road to nowhere" located in the southwestern corner of the Baptist Manor property. The design has been revised to replace this road with a more cohesive horseshoe-shaped ring road.
- **Entrance Configuration:** The review letter also suggested consolidating two separate entrances into a single combined boulevard. The updated site plan now reflects this change, with the boulevard aligned with Westgate Road to improve traffic flow and site access.
- **Potential Secondary Access:** The updated plan also considers the addition of a secondary access point for emergency services along 13 Mile Road. This secondary access, potentially located near the Tabernacle property, could feature a breakaway gate or chain for exclusive use by fire and life safety personnel. The developers will collaborate with City Engineering on this issue.
- **Stormwater Management Improvements:** The initial site plan included three stormwater basins, but further analysis determined that one basin in the northeast corner of the property could be upsized to meet the site's needs. This revision reduces the total number of basins to two, avoiding the need for a basin near a single-family residence, a concern raised in a review letter and by a neighbor.
- **Stub street request:** The engineering review letter included a request to provide a stub-street to the east, connecting to four single-family lots adjacent to the property near the corner of 13 Mile Road and Middlebelt. However, the topography of the eastern lots presents significant challenges, including steep elevations that make further expansion impractical. Additionally, two of the four adjacent lots have recently been sold, and the new owners plan to maintain the properties as single-family residential, further supporting the decision not to extend the development eastward. The decision to upsize the stormwater

basin in the northeast corner of the property, reducing the number of basins on-site, has further limited available space for a road extension.

Landscape plan updates:

The landscape plan was designed based on multiple site walks with and feedback from neighboring residents and the homeowners' associations. Buffering, natural screening, and overall landscape design were identified as top priorities.

- **Tree Planting Details:**
 - There will be over 140 new trees planted across the property, with a focus on filling gaps along the southern property line where a forested tree stand exists. Evergreen trees will be added along the southern property line to provide consistent screening for adjacent properties.
 - Along the southern perimeter and portions of the eastern and western property lines, 89 new trees are proposed to enhance the existing canopy and address gaps identified during site walks.
- **Tree Count and Ordinance Compliance:** While the design maximizes tree placement throughout the site, the plan is 34 trees short of the ordinance requirements. The applicant proposed three options to address this shortfall:
 1. Requesting a waiver (not preferred by the applicant or the City), or
 2. Donating funds representing the 34 trees to the City's tree fund, or
 3. With the City's permission, collaborating with neighbors along Holly Hill Farms to plant the 34 trees in their rear yards, addressing concerns about development near their properties.
- **Commitment to the neighbors:** Shafer Development is willing to work directly with affected neighbors to ensure their concerns are addressed.

Architectural and Design Overview

- Shafer Development is under contract with M/I Homes for the development of the 40 townhomes, and renderings showed a representative sample of this new product, which will be 3 bedroom, 2-1/2 bath 2,200sf units, with 2-car garages.
- While architectural plans for the Baptist Manor portion of the development are still being finalized, the developers are committed to ensuring that exterior materials and masonry will complement both communities. Maintaining a cohesive aesthetic for the development along 13 Mile Road remains a priority.

Traffic Impact Study

- As requested in the Giffels Webster review comments prior to the October meeting, a traffic impact study has been conducted by Fleis & VandenBrink and submitted to the City. The traffic study recommended a right-turn deceleration taper along eastbound 13 Mile Road at the site driveway.
- The Engineering review letter suggested relocating the boulevard slightly further west to avoid left-hand turning conflicts with Westgate. The developer is open to this suggestion.

Planning Consultant Comments

Referencing the November 14, 2024 Giffels Webster review letter, Planning Consultant Tangari highlighted the following information:

- The April motion qualifying this project for a Planned Unit Development is included in the packets.
- The proposed development complies with RC-1 district standards for both the number of units and bedrooms.
- Regarding Master Plan and Zoning Standards: The site is designated as "flex residential" in the Master Plan, and the development meets all dimensional standards of the underlying RA-1 district, including setbacks and height requirements, for both the Tabernacle and Mulberry Park portions of the site.
- Curbside pickup of trash is planned, with no dumpster enclosures included.
- Lighting Plan: The only proposed lighting consists of residential wall sconces with frosted glass, directed toward the ring road. The photometric plan shows that light is concentrated on the ground and driveways in front of the units, ensuring minimal light spillage.
- Tree Preservation and Screening: The plan preserves significant tree coverage along the southern property line and 13 Mile Road frontage, with additional trees added to fill gaps. The southern screening is particularly dense, although its adequacy remains a point for discussion, as this has been a major concern.
- Tree Shortfall and Ordinance Relief: The 34-tree shortfall has been acknowledged and discussed.
- The only ordinance relief being sought under the Planned Unit Development is to permit attached units at RC-1 density. All other standards appear to be met.

Commission clarifying questions

Chair Trafelet raised safety concerns for pedestrians walking by the retention pond in the northeast corner of the site, which was very close to the road. Would fencing be installed?

Steven Shafer responded that the slope of the basin, which determines the need for fencing, has not yet been finalized. However, they would commit to addressing safety concerns during detailed engineering. If fencing is not required, alternative protective measures, such as split rail fencing or landscaping, will be implemented.

Chair Trafelet asked if the project could be moved closer to 13 Mile Road to increase the setback

on the southern property line.

Mr. Shafer explained that the current placement maximizes the southern setback in response to concerns from neighboring residents, while adhering to engineering constraints, including the required 64-foot road right-of-way.

In response to further comments, Mr. Shafer explained that the detention basins have been designed to capture all stormwater runoff from the site, ensuring that no flooding will occur on neighboring properties, including Holly Hill Farms. The basins meet current, stringent stormwater standards, and should help to mitigate existing runoff issues. Additionally, the site grading plan redirects water away from Holly Hill Farms and toward the street, significantly reducing the runoff currently affecting neighboring areas during rain events.

Public Hearing

Pam Gerard, resident, asked if any of the proposed dwellings were ADA compliant.

In response, Mr. Shafer said the Tabernacle single story homes will be accessible. The two-story townhomes will not be accessible.

Isaac Dunn, resident, said he lived directly east of the development. He asked the distance between the enlarged detention basin and his property. Would there be a complete tree line separating his property from this development?

In response, Steven Shafer said he could not immediately answer the distance question regarding the detention pond but he would talk to Mr. Dunn after the meeting. The setback for that area is 45'. There were trees proposed at the property line, and they would work with Mr. Dunn regarding potentially planting additional trees offsite.

Louise Lieberman, Southbrook Street, expressed appreciation that the developers had been willing to talk with residents. She remained concerned regarding density, traffic, and the need for an animal relocation plan.

Eric Schmidt, Woodbrook Court, opposed the proposed development, citing concerns about its impact on the natural environment and quality of life in the neighborhood. While acknowledging the developers' efforts to mitigate impacts, Schmidt emphasized that the construction would disrupt the area through noise pollution and loss of green space, ultimately detracting from the neighborhood's character. He questioned the long-term viability of the proposed landscaping and asked that the proposal be denied.

Lindsey and Zack Matych, Woodbrook Street, opposed this development. Ms. Matych cited concerns over extensive tree removal, loss of privacy, and excessive density beyond the standards of both RA-1 zoning and the recommendations of the 2024 Master Plan. She said the plan fails to preserve natural vegetation, including landmark trees, and does not provide the deep buffering necessary to protect adjacent neighborhoods as outlined in the Master Plan. She argued that the project creates environmental, traffic, and drainage issues while compromising the privacy and well-being of neighboring residents. She stated that the proposal does not align with zoning ordinances, city objectives, or Master Plan goals, calling it aesthetically undesirable and detrimental to the character of the historic neighborhood.

Spencer Krauss, Westgate, expressed deep concern about the increased traffic hazards the proposed development may cause, particularly at the Westgate entrance which he already finds dangerous when turning left. As a parent, he emphasized the safety risks to his children, citing aggressive traffic conditions and the potential for accidents with the addition of the new development. Krauss urged the Commission to conduct thorough traffic studies to ensure the

community's safety.

Amy Brooklyn Peterson, Westgate, emphasized the importance of preserving the natural tree line along 13 Mile Road and ensuring substantial and well-maintained landscaping. She raised concerns about wildlife preservation, overflow parking, and traffic management, noting the area's significance for local species and the challenges residents already face with traffic.

As no other public indicated they wished to speak, Chair Trafelet closed the public hearing and brought the matter back to the Planning Commission for discussion and/or a motion.

Commission discussion and action

In response to public comments, Commissioner Countegan clarified that the project had previously been qualified under the applicable Planned Unit Development criteria. The property in question is privately owned, and the owner has the right to develop it. The Commission's role is limited to regulating and overseeing development within the framework of the Zoning Ordinance and Master Plan.

MOTION by Brickner, support by Varga, that the Planning Commission recommend to City Council that Planned Unit Development Plan 2, 2024, including Site Plan 56-8-2024, both dated September 4, 2024, submitted by Steven Schafer, BE APPROVED, because the plans are consistent with the goals, objectives, and policies of the Master Plan and applicable provisions of the Planned Unit Development Option in Section 34-3.20 of the Zoning Ordinance, SUBJECT TO:

- **Modifications of Zoning Ordinance requirements as indicated on the proposed plan.**
- **Resolution of outstanding issues in the November 14, 2024 Giffels Webster review letter.**

Motion passed unanimously by voice vote.

APPROVAL OF MINUTES

Approval of October 17, 2024 Regular Meeting

MOTION by Brickner, support by Aspinall, to approve the October 17 2024 Regular Planning Commission meeting minutes as submitted.

Motion passed unanimously by voice vote.

PUBLIC COMMENT

None

ADJOURNMENT

Motion by Aspinall, support by Varga, to adjourn the meeting.

Motion passed unanimously by voice vote.

The meeting was adjourned at 11:47pm.

Respectfully submitted,
Kristen Aspinall,
Planning Commission Secretary

APPROVED 2/10/2025

APPROVED 2/10/2025

MINUTES
CITY OF FARMINGTON HILLS
CITY COUNCIL MEETING
CITY HALL – COUNCIL CHAMBER
JANUARY 13, 2025 – 7:30 PM

The regular session meeting of the Farmington Hills City Council was called to order by Mayor Rich at 7:32PM.

Council Members Present: Aldred, Boleware, Bridges, Bruce, Dwyer, Knol and Rich

Council Members Absent: None

Others Present: City Manager Mekjian; Assistant City Manager Mondora; City Clerk Lindahl; Directors Aranowski, Kettler-Schmult, Rushlow, Schnackel, and Skrobola, Interim Police Chief Piggot, Fire Chief Unruh, and City Attorney Joppich

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Corewell Health Farmington Hills President Derk Pronger and members of his team.

APPROVAL OF REGULAR SESSION MEETING AGENDA

MOTION by Knol, support by Bridges, to approve the agenda as amended moving item 8 up to after item 2.

MOTION CARRIED 7-0.

PUBLIC HEARING AND CONSIDERATION OF PLANNED UNIT DEVELOPMENT 2, 2024 INCLUDING SITE PLAN 56-8-2024, MULBERRY PARK AND THE TABERNACLE MULTI-FAMILY HOUSING, LOCATED ON 13 MILE ROAD, WEST OF MIDDLEBELT ROAD. CMR 1-25-02

Director of Planning and Community Development Kettler-Schmult explained that this application proposes a two-part development under separate names across seven (7) parcels on the south side of Thirteen Mile Road, just west of Middlebelt Road: Mulberry Park (approximately 5.98 acres) and The Tabernacle (approximately 6.06 acres). Mulberry Park is proposed to consist of nine (9) buildings with forty (40) units of attached, two (2)-story townhouses. The Tabernacle is proposed to be age-restricted and consist of nine (9) buildings with thirty-six (36) units of attached, one (1)-story ranches.

The applicant has had three meetings before Planning Commission as is the standard process for a Planned Unit Development:

- April 18, 2024 – Planning Commission qualified PUD (7-0)
- October 17, 2024 – Planning Commission set for public hearing (8-0)
- November 21, 2024 – Planning Commission public hearing/recommendation to City Council (5-0)

The next step in the process is this evening for the public hearing before Council after hearing from the applicant, City consultants and the public.

Consultant comments

Referencing her January 6, 2025 review memorandum, Planning Consultant Bahm (Giffels Webster) provided the following information:

- The property is currently zoned RA-1 (single-family, large-lot residential).
- The proposed development includes relief from RA-1 zoning standards to allow higher density consistent with RC-1 zoning. Properties to the north, south and east are zoned RA-1; the project to the west (Baptist Manor) is zoned RC-1.
- During the qualification hearing (April 18, 2024) the Planning Commission found that of the eight standards that they could look at for the planned unit development eligibility, four were applicable to this project, primarily due to the preservation of open space and natural features. While there are significant number of trees that will be removed, there are many trees that are going to be added on the site.
- During the recent Master Plan update that acknowledged the need for housing within the community, the Planning Commission kept this area as a special planning area with the classification of Flex Residential, to allow for a different kind of housing type than single family residential detached.
- While most dimensional standards of the RA-1 zoning district are met, ordinance relief is being sought for:
 - a. Permit attached units at RC-1 density.
 - b. Permit 45 replacement trees not to be planted and 40 to be planted off site. (485 trees required to be replaced; 400 trees will be planted on-site, 40 trees replaced off-site, and waiver requested for 45 trees not replaced.)

Council questions and discussion

In response to questions, Planning Consultant Bahm provided the following information:

- Confirmed that the surrounding properties are primarily RA-1, except for Baptist Manor to the west.
- Public benefits offered as a balance to the requested zoning relief include preservation of open space, tree preservation, and alignment with the Master Plan, particularly the call for additional housing in the City, noting that this project is proposing lower density than some of the projects the City had seen in the past. The review letter lists the four items the Planning Commission considered under their qualification, including the provision of open space, and the redevelopment of sites where an orderly change of use is determined to be desirable.
- Regarding impact to the existing neighborhoods, this project minimizes impact by offering an entrance and exit only to 13 Mile Road, so that no traffic will be using existing neighborhood roads. The significant greenbelt between this project and its neighbors is beyond minimum requirements.

Applicant presentation

Aaron Schafer presented on behalf of this application for PUD approval. Steve Schafer and Spencer Schafer were also present, as were representatives from Baptist Manor and M/I Homes.

Mr. Schafer addressed the following:

- Schafer Development is under contract with Moby Investments for the 12.04 acres just west of Baptist Manor. Schafer Development is also working in conjunction with Baptist Manor to help them entitle their project and get through the approval process. The Tabernacle is the Baptist Manor portion of the project and will be age-restricted to those 55 or older. Mulberry Park is a conventional 2-story townhome development that is aimed toward younger or first-time home buyers.
- Flex Residential Zoning enables creative redevelopment of less desirable single-family lots along the 13 Mile corridor, including the clustering of townhome or attached ranch units consistent with the proposed site plan. One of the main objectives of the flex residential designation is the clustering of units to preserve substantial open space and tree rows.
- If the property were developed under the current RA-1 zoning, a home could be located as close as 35 feet from the shared southern property line. The proposed plan nearly doubles that setback to approximately 65-74 feet.
- The southern and eastern property lines contain some of the most significant tree rows, and the development has been intentionally clustered to preserve as many of these large trees as possible.
- A wildlife corridor area is a hallmark of this development, traversing eastward to the River Rouge tributary.
- The plan meets all the suggestions made by the Fire and Engineering departments, including aligning the single access boulevard entrance with Westgate Road. The drive aisles were expanded to 27' feet wide. The ring road serves both developments with widened drive aisles for improved circulation. No stub street is proposed to the east due to topographical challenges there.
- The proposed plan has evolved from the high density project previously proposed by the Chaldean Community Foundation to what is being presented today. The current proposal provides much needed multi-generational housing, providing the community at large with "missing middle" housing, catering to the needs of couples and young families who are looking to build and establish roots and enroll their children into the Farmington Hills School District, as well as seniors seeking maintenance and commitment free housing where they can age in place.
- The 76 units on 12.04 acres has a total density of roughly 6.3 units to the acre.
- Renderings showed the proposed one-story ranches for the Tabernacle, and the proposed townhomes for Mulberry Park. The two portions of this PUD will have a complementary appearance in terms of materials and colors.
- The landscape plan was designed based on feedback received from numerous site walks with residents and HOA meetings. Schafer Development continues to meet with neighbors and will be submitting a revised landscape plan to provide additional evergreens as requested by the neighbors.
- The ordinance requires that 485 trees be replaced. Over 400 trees will be planted on site, and existing trees along the southern and eastern property line, and part of the northern property line will be preserved. Of the 85 trees remaining, Schafer Development has offered to plant a significant number (approximately 45 trees) off site, on neighbor's properties.
- About 167 or 45% of the existing trees to be removed are low quality (box elders, crab apples, cottonwoods, etc.).

- Residents have been concerned about construction noise. Schafer Development is anticipating 4-5 months to do all earthwork, construction of basins, and underground utilities, and 18-24 month lead time before homes can be listed for sale and be ready for move-in.
- Schafer Development has walked neighboring residents' rear yards and knows drainage is an issue there – currently the water flows south and east. The proposed development will be designed to alleviate those issues, directing water to make its way into the basin at an agricultural rate, and from there move to 13 mile and eventually into the River Rouge tributary.
- In response to questions received from the Mayor's office this morning, Mr. Schafer said that they anticipate the value of the development to be \$27M - \$28M. Approximately 200 new residents will be added. The Tabernacle units will rent at \$2000+. The Townhomes will start in the \$400K range.
- Taxable values will be in the \$620K range for the entire development per year. The City receives approximately 30% of the total taxes.
- The Tabernacle will be for active adults 55 or older, who will not put additional burdens on the Fire Department or Public Services beyond that of any residential community.

Council discussion and clarifications

Council Member Aldred raised concerns about the traffic study presented during the November 21 Planning Commission review, noting that the projected level of service for the Westgate intersection would degrade from a C to an F by 2028 due to the proposed development, with significantly increased wait times for residents.

Aaron Schafer explained that they had worked extensively with fire and engineering departments to mitigate traffic impacts, including widening the boulevard and providing additional right-of-way for future 13 Mile Road improvements.

Public Hearing

Mayor Rich opened the Public Hearing by first noting that comments in opposition to the project had been received from Adele Letterman, Beverly Mihalko, Charles Spiess, Craig LaPointe, David and Wanda Whalen, Doug Graham, Douglas and Mamie Roberson, Dr. Sharon Lee Havis, Duane Pitcher, Elena Mityaeva and Tim Pike, Emilio Ramirez of Holly Hill Farms Subdivision, Farida Attar, Guido and Eileen Campagna, H. Nelhans, Harold Howard, J. Meissner, Joe and Kathy Sterbling, John P. Nagoda, Kim and Jeriel Heard, Larry Rosenstock, Lindsey Matych, Mais Moran, Mark Sanders, Michele Nagoda, Nicole Carroll, Patricia Labrecque, Paul Shultz, Renee and Gari Chaffin, Roger Matuz, Roman Golshteyn, Ron Breining, Rory McHarg, Teresa Petersen, Ursula Kizy, Valerie Watson, and Dr. Meital Yerushalmi.

Public comment was offered in person by:

- Emilio Ramirez/Holly Hills Farms Subdivision noted that Schafer Development had communicated well with the HOA. The 9-10 residents of Holly Hill Farms that will be directly affected by this development are concerned about loss of privacy, potential drainage problems, construction noise, possible decreases in property value, strain on the power grid, loss of wildlife habitat, removal of over 400 trees (including 57 landmark trees), and increased traffic and congestion on 13 Mile Road.
- Julie Skene, Holly Hills Farms, suggested that all homes be single-story across the back of the development, and all multi-story homes be placed further forward. She was concerned about the affordability of the homes for senior citizens, and the traffic issues that will be caused by the entryway being directly opposite Westgate subdivision's entryway. Could a traffic light be installed?
- Amy Broglin-Peterson, Westgate subdivision, was concerned about traffic.

- Michael Menlo, WoodCreek subdivision, asked for “flare lanes” and a traffic light at Westbrook if this development went forward. He was concerned about construction wear and tear on the roads.
- John Nagoda, Westgate subdivision, asked Council to deny this PUD request. The lots were zoned RA-1 for a reason, and this project provides little or no benefits to the existing community. He was concerned about tree removal, traffic safety, density, and the additional burden placed on city staff and resources.
- Adele Letterman, Westgate subdivision, opposed the density of the project. Westgate lots were $\frac{3}{4}$ acre.
- Mark Sanders, Westgate HOA president, commended the Schafers for being open with the HOA. However, the HOA thought this proposal was too big a change and too dense relative to the neighboring developments.
- Louise Lieberman, Westgate subdivision, was concerned about traffic, density, and loss of animal habitat.
- Mark Pucher, Westgate subdivision, was concerned about traffic and density of the proposed development. He requested a traffic light at the Westgate entrance.
- Debbie Isner, Woodbrook, said her property backed up to the proposed Mulberry Park development. She acknowledged the Flex Residential designation, and said it was vital to capture the tree conservation area into perpetuity. Schafer Development had met with her and made changes based on her comments.
- Lindsey Matych, Holly Hill Farms, lived directly adjacent to the project. She opposed the proposal due to the tree removal, density, impact on drainage, traffic, wildlife, loss of privacy for existing residents, and marketability. The increase in density is not tied to deep buffering from the neighborhood to the south and does not bring change that is desirable for the neighboring communities.
- Eric Schmidt said that they had recently purchased their home in the Northwest corner of Holly Hill Farms because of the location and the zoning in the area. Had they known this development could potentially be built, they would have chosen a different home in a different location. While he appreciated the Schafers coming to his home and talking to him, Mr. Schmidt believed the proposed development is not compatible with the existing neighborhood. He was concerned about traffic and the fact the intersection at Westgate Road will go down to an F.
- Angie Smith thanked the Schafers for being very transparent. She was concerned about the intersection at Westgate Road, as the situation there was already dangerous.
- Robin White, Farmington Hills resident, supported the expansion of the Baptist Manor, as long as 13 Mile Road was widened first. There needed to be a traffic light at Westgate Road.

Council questions and discussion

Council Member Knol raised several concerns and questions for the developer regarding the proposed project, focusing on compatibility, density, and privacy.

- **Compatibility Concerns:** Knol highlighted the disparity between the proposed two-story townhouses in Mulberry Park and the neighboring Holly Hill Farms, which consists of lower mid-century modern homes, many of them tri-levels. Despite the proposed buffer, the two-story structures would be visible, especially given the time it will take for newly planted trees to mature.
- **Density Issues:** While the proposal includes a similar number of units as neighboring developments, such as Westgate and Cove Creek, those developments feature larger lots and lower density. Council Member Knol compared the project to the recently approved Villas at Pebble Creek, which has 75

condos spread over 30 acres and consists of one and 1.5-story units catering to families and older residents looking for options without stairs.

- **Potential Modifications:** Council Member Knol suggested reducing the density of the Mulberry Park section by converting the two-story townhouses near Holly Hill Farms into one-story condos. This adjustment could address privacy concerns and reduce the total room count, aligning it more closely with RC-1 standards.

Council Member Knol said that she could not support the project in its current form. She invited the developer to consider reducing the density and incorporating more one-story units, particularly along the border with Holly Hill Farms.

In response, Mr. Schafer noted that when combined, the developments fall seven units below the RC-1 unit cap for the site. He emphasized the trees that would be planted and the outreach to neighbors regarding landscaping. Mr. Schafer acknowledged density concerns but emphasized that the property's location along 13 Mile and evolving housing trends favor clustered, lower-maintenance housing, as reflected in the City's master plan since 2009. He highlighted the significant density reductions from previous proposals while balancing economic feasibility with community feedback and striving to provide attainable housing options.

Spencer Schafer emphasized efforts to ensure compatibility by transitioning to two-story buildings for half the development, aligning more closely with neighboring ranches and colonials. The proposed setbacks far exceed PUD and RA-1 requirements, providing additional buffer space. While the proposal differs from current zoning, it does align with the master plan's allowance for one- to three-story units.

Council Member Bruce asked the planning consultant to clarify the primary purpose of a Planned Unit Development (PUD). Planning Consultant Bahm explained that a PUD allows projects that do not align with existing zoning standards to move forward, particularly when no other zoning category adequately accommodates the proposed development.

Council Member Bruce expressed concerns about the proposed PUD, questioning its appropriateness for the subject RA-1-zoned properties. He emphasized that the PUD process is typically used for problematic properties that cannot otherwise be developed, but in this case, he has seen no evidence that the lots could not be sold and developed as RA-1. The proposal's high density disrupts the residential character of the neighborhood and unfairly alters expectations for nearby residents who purchased properties assuming the current zoning would remain unchanged.

Council Member Bruce highlighted the importance of maintaining low-density zoning to protect neighborhood integrity and argued that development should not prioritize maximizing a property owner's financial return at the expense of the community. While the development is visually appealing, it would be better suited to a different location. Concerns about increased traffic and congestion were real, as the proposed development would add 200 residents to the area.

In conclusion, Council Member Bruce stated that sometimes no development is better than bad development, and that while he appreciates the developer's efforts and the development is beautiful, he does not see sufficient community benefit from the PUD at this location and cannot support the

proposal in its current form. He reiterated his commitment to ensuring developments align with zoning standards and protect the long-term character of the city.

Council Member Aldred acknowledged that the Master Plan designates the area as Flex Residential, providing for greater development flexibility, but emphasized that this designation does not equate to RC-1 density. The proposed density at 6.3 units per acre exceeds what is appropriate for the site and does not align with the intent of flex residential zoning.

Council Member Aldred outlined three key objectives for the development: minimal impact on the neighboring properties, acceptable traffic levels with safe conditions, and a high-quality housing product. He stated that the proposal falls short on the first two points, citing insufficient setbacks, limited open space, and significant traffic concerns, including a projected F grade for level of service at the boulevard entrance. While he commended the housing designs as high quality and visually appealing, he criticized the lack of walkability and sidewalks within the development, which he attributed to the high density. Council Member Aldred noted that developments like Cove Creek, with a density of 3.1 units per acre, are more compatible with the area and should serve as a benchmark for flex residential zoning.

In response, Aaron Schafer emphasized the development team's readiness to work collaboratively and explore creative adjustments to the plan to address the issues raised.

Council Member Bridges discussed the PUD process and its application to the proposed development. He clarified with Planning Consultant Bahm that the process is guided by the Michigan Planning Enabling Act, but cities have discretion over the specific criteria outlined in their ordinances. Council Member Bridges noted that the Planning Commission is considering reviewing the ordinance to ensure it aligns with current land development needs and remains applicable to the city's context as a nearly fully developed community.

Council Member Bridges was opposed to this development project, citing concerns about density and compatibility with the area's character. He emphasized that Farmington Hills residents value open space and large lots and move here for those characteristics, and the proposal's higher density disrupts the established neighborhood dynamic. While commending the developer for thoroughly addressing resident concerns and presenting a comprehensive review, Council Member Bridges maintained that the proposed development is out of character for the area and does not align with the expectations of the surrounding community.

In response, Aaron Schafer noted the scarcity of open land in Farmington Hills and emphasized that the Planned Unit Development (PUD) mechanism is one of the few tools available to creatively address housing needs. He highlighted the importance of providing housing options for the "missing middle" as well as empty nesters and the aging population in the city. At the same time, Mr. Schafer acknowledged the Council's concerns about density and traffic.

Council Member Boleware agreed with concerns raised by fellow council members. She praised the overall design of the project, particularly the Tabernacle portion. However, she expressed significant concerns about the density of the Mulberry portion and its impact on traffic. Council Member Boleware supported the concept of a multi-generational development combining housing for older adults and

younger families but the traffic challenges in the area, especially during peak hours, make the proposed density problematic. She noted that the Tabernacle's age-restricted residents are less likely to add to traffic during busy times, but the Mulberry portion, with younger families, would increase the traffic congestion.

Council Member Boleware commended the effort to replace 400 removed trees and distribute additional trees throughout the site. Unfortunately, density and traffic concerns particularly at the Westgate/Mulberry intersection remain primary issues and she encouraged the developer to consider reducing the number of units in the Mulberry portion. Council Member Boleware complimented the project's design and facade.

Request for postponement

Spencer Schafer addressed concerns about traffic, explaining that the development team was working with Julie Kroll at Fleis & Vandenbrink. The alignment of the proposed boulevard entrance with Westgate had been requested by the City's engineering department, changing the current three-way intersection into a four-way. The development team wants to maintain the intersection's level of service at a D rating or better and is open to revisiting potential solutions, including the possibility of adding a second entrance. Mr. Schafer expressed a willingness to refine the proposal based on Council feedback and requested that the item be tabled to allow time for revisions.

Mayor Rich thanked the Schafers for their community engagement, including attending the recent "Walk the Hawk" event and discussing the proposed development with residents. However, Mayor Rich acknowledged significant concerns raised by both residents and Council members.

Mayor Rich was also concerned about walkability, along with the absence of placemaking. She suggested incorporating public art in the proposal, noting the Council's ongoing discussions about implementing a public art ordinance. She was concerned about affordability, as the proposed \$2,500 monthly cost of the Tabernacle rentals is more than many residents can pay, especially seniors living on fixed incomes. Traffic impacts and the deteriorating state of existing structures on the property remain pressing issues.

Acknowledging the developer's request to table, and after discussion regarding scheduling, the following motion was offered:

MOTION by Boleware, support by Dwyer, that the City Council of Farmington Hills hereby approves the postponement of the public hearing and consideration of Planned Unit Development 2, 2024 including Site Plan 56-8-2024, Mulberry Park and The Tabernacle Multi-Family Housing, located on 13 Mile Road, west of Middlebelt Road, to March 3, 2025.

MOTION CARRIED 6-1 (Bruce opposed).

At 10:00pm Mayor Rich called a short break and reconvened the meeting at 10:14pm.

ADDITIONS TO AGENDA

There were no additions to the agenda.

PUBLIC COMMENTS

None.

CITY ATTORNEY REPORT

City of Farmington Hills-City Council Regular Session Meeting
January 13, 2025
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Attorney report was received by Council.

APPROVED 2/10/2025

ADJOURNMENT

The regular session of City Council adjourned at 12:54AM.

Respectfully submitted,

Carly Lindahl, City Clerk

MINUTES
CITY OF FARMINGTON HILLS
CITY COUNCIL MEETING
CITY HALL – COUNCIL CHAMBER
MARCH 3, 2025 – 7:30 PM

The regular session meeting of the Farmington Hills City Council was called to order by Mayor Rich at 7:30PM.

- Council Members Present: Aldred, Bridges, Boleware, Bruce, Dwyer, Knol, and Rich
- Council Members Absent: None
- Others Present: City Manager Mekjian; Assistant City Manager Mondora; City Clerk Lindahl; Directors Aranowski, Kettler-Schmult, Rushlow, and Sullen-Winn, and City Attorney Joppich

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Lincoln of Scout Troup 179.

APPROVAL OF REGULAR SESSION MEETING AGENDA

MOTION by Bridges, support by Boleware, to approve the agenda as published.

MOTION CARRIED 7-0.

PROCLAMATION RECOGNIZING TOM NEGOSHIAN

The following proclamation was read by Council Member Bridges and accepted by Tom Negoshian:

**PROCLAMATION
Recognizing Tom Negoshian
March 3, 2025**

- WHEREAS,** Tom Negoshian has dedicated an extraordinary 43 years to coaching in Farmington Public Schools, leading not only boys’ basketball, but also coaching girls’ basketball, track and field, and football; and,
- WHEREAS,** he served as a teacher in Farmington Public Schools for 37 years, bringing the same dedication to the classroom that he did to the court and field; and,
- WHEREAS,** during his 55-year coaching career, working with athletes from junior high to the collegiate level, Coach Negoshian has impacted well over 1,000 students, instilling in them the values of discipline, teamwork and perseverance; and,
- WHEREAS,** beyond his coaching duties, his unwavering commitment to youth development and community engagement has positively impacted students and families in our city, including through founding programs such as "Athletes Against Drugs" in Farmington Public Schools; and,

APPROVED 3/24/2025

WHEREAS, in recognition of his outstanding contributions to high school basketball and the broader community, Coach Negoshian was recently inducted into the Basketball Coaches Association of Michigan Hall of Fame; and,

WHEREAS, Coach Negoshian's wife Kathy has continued to support his passion through more than 50 years of marriage, and his sons, Ryan and Todd, carry on their father's legacy, following in his footsteps as varsity coaches.

NOW, THEREFORE, I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby honor **Tom Negoshian** for the profound impact he has had on the Farmington Hills community and beyond and thank him for his lifelong commitment to shaping youth and strengthening our community.

PROCLAMATION RECOGNIZING MARCH 2025 AS WOMEN'S HISTORY MONTH

The following proclamation was read by Council Member Knol and accepted by Directors Aranowski, Kettler-Schmult and Sullen-Winn:

**PROCLAMATION
Women's History Month
March 2025**

WHEREAS, throughout history, extraordinary women of every race, class, ethnicity and socioeconomic background have made significant contributions to our nation in countless ways, both recorded and unrecorded; and,

WHEREAS, through leadership, ingenuity and hard work, generations of women have made significant contributions in science, medicine, technology, business, politics, entrepreneurship, arts and culture, and the military; and,

WHEREAS, women worked to secure their own rights of suffrage and equal opportunity, and played vital roles in the abolitionist, emancipation, civil rights and industrial labor movements, as they worked to create a more just and fair society for all; and,

WHEREAS, women play critical economic, cultural, and social roles in our society and constitute a significant portion of the labor force working both inside and outside the home; and,

WHEREAS, as we venture into the future, gender will be no obstacle to what women can accomplish as they open new doors, embrace innovative ideas, and continue to create a profound and positive impact on our society and community.

NOW, THEREFORE, BE IT RESOLVED that I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim March 2025 as **Women's History Month** in Farmington Hills, and call upon our citizens, public and private institutions, businesses and schools to celebrate the history and achievements of the countless women who have helped to promote a more equitable society and have created possibilities for generations of women to come.

ANNOUNCEMENTS/PRESENTATIONS FROM CITY BOARDS, COMMISSIONS AND PUBLIC OFFICIALS
PRESENTATION OF HISTORIC DISTRICT COMMISSION 2024 ANNUAL REPORT. CMR 3-25-31

Historic District Commissioner and Recording Secretary Alec Thompson presented the 2024 Historic District Commission Annual Report.

MOTION by Aldred, support by Boleware, to accept the Historic District Commission 2024 Annual Report.

MOTION CARRIED 7-0.

PRESENTATION BY SCHOOL BOARD MEMBER ANGIE SMITH IN HONOR OF NATIONAL READING MONTH

School Board Member Angie Smith presented books to each Council Member and thanked Council Members for participating in National Reading Month by reading with students in the Farmington Public Schools.

CORRESPONDENCE

Council Member Knol received correspondence regarding chicken coops and forwarded it to the City Manager. She requested a review and comparison of related ordinances in municipalities similar to Farmington Hills in western Oakland County.

Mayor Rich received correspondence regarding offerings for the neurodivergent community and forwarded it to the City Manager, in order to have discussion about making sure Farmington Hills is a totally inclusive community.

CONSENT AGENDA

MOTION by Bridges, support by Aldred, to approve consent agenda items 7 through 8.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

MOTION by Knol, support by Bruce, to approve consent agenda items 9 through 10.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: NONE
Abstentions: BRIDGES

MOTION CARRIED 6-0-0-1.

CONSENT AGENDA ITEMS FOR DISCUSSION

There were no consent agenda items for discussion.

COUNCIL MEMBERS' COMMENTS AND ANNOUNCEMENTS

Council Member Aldred highlighted the City's extensive summer camp offerings, noting that Farmington Hills hosted 277 summer camps last year, with 91% of families saying they would recommend a Farmington Hills summer camp to a friend. These programs are revenue-generating, with 28% of the revenue coming from outside the City. He encouraged residents to enroll their children, as registration began in January and spots fill quickly. Council Member Aldred also mentioned upcoming hiring events on March 11 and March 17 for seasonal positions related to summer camps and other City programs. He commended the Special Services Department for its role in making recreation a defining feature of Farmington Hills and encouraged continued investment in these programs.

Mayor Rich wished Ramadan Mubarak for those who are observing Ramadan.

Mayor Rich also mentioned:

- "Walk the Hawk" event tomorrow at noon on the third floor of The Hawk, for those who might want to share a point of view regarding the City.
- Greater Farmington Chamber of Commerce State of the City event will be held April 1, 7:00pm, at The Hawk, with a business expo from 4:30pm-6:30pm the same day. The event is free, and presenters will be Chancellor of Oakland Community College, Superintendent of Schools, Mayor of the City of Farmington, and Mayor Rich.

CITY MANAGER UPDATE

City Manager Mekjian highlighted the following:

- Yard waste pickup resumes the first full week in April, starting April 7.
- As mentioned, there are upcoming hiring events on March 11 and March 17, both starting at 5pm. There are over 200 seasonal position opportunities at the Special Services and Public Services departments.

PUBLIC HEARING

PUBLIC HEARING AND CONSIDERATION OF PLANNED UNIT DEVELOPMENT 2, 2024 INCLUDING SITE PLAN 56-8-2024, MULBERRY PARK AND THE TABERNACLE MULTI-FAMILY HOUSING, LOCATED ON 13 MILE ROAD, WEST OF MIDDLEBELT ROAD. CMR 3-25-32

Staff Comments and Planning Consultant Review

Director of Planning and Community Development Kettler-Schmult introduced this agenda item, noting that this request for approval of Planned Unit Development 2, 2024 including Site Plan 56-8-2024, was before City Council on January 13, when it was postponed to tonight's hearing.

Council Member Bridges asked that tonight's discussion include staff responses to the suggestions and comments made by Council at the January meeting.

Council Member Bruce asked for a brief summary of enforcement actions on the properties being discussed, especially as the existing homes on the properties had apparently been allowed to rot over time. Director Kettler-Schmult said she would gather that information and forward it to Council.

Referencing his February 25, 2025 memorandum, Planning Consultant Tangari, Giffels Webster, provided an overview of the revisions made to the site plan since it was last presented to the Council. Key changes included a reduction in unit count, modifications to setbacks, adjustments to circulation and access points, and revisions to tree removal and replacement plans.

Unit Count Adjustments:

- The total number of units for the entire project was reduced from 76 to 69.
- The development remains divided into two sections: the Tabernacle (Baptist Manor) side and the Mulberry Park side.
- The number of two-story townhome units for sale in Mulberry Park decreased from 40 to 36.
- The number of 55-plus ranch units on the Tabernacle side decreased from 36 to 33.
- Based on ordinance calculations that factor in room counts, the project now includes 243 rooms, down from 268, aligning with the density requirements of the RC-1 district.

Setback Modifications:

- The stormwater ponds were consolidated into a single pond on the far east side of the project.
- The front setback for both the Tabernacle and Mulberry Park sections was adjusted to 67 feet for both, previously 62 and 82 feet, respectively.
- The rear setback, adjacent to the neighborhood behind the development, increased to 83 feet for Tabernacle and 85 feet for Mulberry Park, from the previous 60 and 76 feet.
- The east side setback, where an occupied neighboring home is located, increased from 45 feet to 165 feet.
- The setback to the west, abutting Baptist Manor, was reduced from 37 feet to 10.79 feet.
- Buildings along the east property line that previously had walkouts were removed, with the stormwater pond occupying this space.

Circulation and Access Changes:

- One access point along 13 Mile Road was removed.
- The boulevard previously planned across the street from the Westgate entrance on 13 Mile was eliminated, making the width of that access point consistent with the Westgate entrance.
- A direct connection between this development and Baptist Manor was incorporated, allowing movement between the two sites without requiring access to 13 Mile Road.
- Additional sidewalks were added throughout the project, including along 13 Mile, connecting to interior pathways leading to two new small park areas with seating.

Public Art and Landscaping:

- The applicant's narrative mentioned a designated space for public art along the 13 Mile frontage, though its specific location was unclear and would likely be addressed in their presentation.
- Minor changes were made to tree removal plans due to the site reconfiguration, reducing the tree replacement shortfall to 19, down from previous estimates. 59 trees will be planted as replacement trees, with some of those trees being planted on the Baptist Manor site.

Presentation by applicant

Aaron and Steven Schafer, Schafer Development, were present on behalf of this application. Jacob Geiger, Traffic Engineer, Fleis & VandenBrink, was also present.

Aaron Schafer presented the revised site plan for the proposed Mulberry Park and The Tabernacle Multi-Family Housing project. Several modifications were made in response to feedback from City Council and residents during prior meetings in January and February.

Community Engagement:

- Since first contracting the property in early 2024, the development team has engaged in multiple discussions with local homeowner associations, including the Westgate HOA Board, Holly Hill Farms HOA Board, and additional meetings after the February 10th study session. The revised plans incorporate nearly all comments from previous Council discussions.

Changes from Previous Site Plan:

- The earlier plan had 76 units (36 at The Tabernacle, 40 at Mulberry Park). The revised plan reduces this to 69 units (33 at The Tabernacle, 36 at Mulberry Park).
- Density has decreased from 6.3 to 5.5 units per acre, with an associated reduction in total room count. The revised plan remains significantly below the RC-1 zoning maximum.
- The room yield per acre has been adjusted from a previous range of 20 to 22 to a new range of 18 to 19.5, keeping it below the RC-1 limit of 276 total rooms.
- This reduction translates to 25 to 35 fewer bedrooms, decreasing bedroom density by approximately 9-14%.

Comparative Density Analysis:

- The revised site plan maintains a lower room yield per acre than neighboring developments along 13 Mile Road, demonstrating a gradual decrease in density from Orchard Lake to Middlebelt Road. For reference, the room yield per acre is:
 - Glen Oaks: 21 rooms/acre
 - Revised PUD Plan: 18-19.5 rooms/acre
 - Cove Creek: 17 rooms/acre

Site Plan Modifications and Enhancements:

- Traffic and Access Improvements:
 - The project team met with the Mayor's Office and Traffic and Engineering departments in January, where alignment with Westgate Drive was strongly recommended to avoid left turn conflicts due to the hill near Westgate.
 - The development's primary entrance has been relocated to align with Detroit Baptist Drive's signalized intersection.
 - The secondary entrance is directly across the street from Westgate Drive, designed to meet International Fire Code requirements and Engineering and Traffic recommendations.
 - The project reduces the number of curb cuts on 13 Mile from five to one.

Stormwater Management and Open Space Enhancements:

- The revised plan consolidates stormwater retention into one basin, eliminating the western basin on The Tabernacle property.
- Stormwater currently flows south and east, impacting neighboring properties. The development will redirect all stormwater runoff, including roof drains, into the expanded eastern stormwater basin.

- Rear yard swales and stormwater catch basins along the roadway will route water to the eastern basin before releasing it at an agricultural rate into the 13 Mile storm system.
- Limited grading and clearing will be performed in the southernmost areas to preserve legacy trees while addressing existing drainage concerns.
- More communal and recreational space has been incorporated.
- The revised site plan incorporates sidewalks on both sides of the internal roadways to improve pedestrian accessibility. A direct pedestrian connection south of the primary entrance will allow access to Baptist Manor's campus via two routes: the 13 Mile frontage sidewalk and the internal sidewalk along the new drive.
- Two placemaking and amenity spaces have been designated in the central corridor and southeast quadrant of the property.
- The project will include a public art installation along the 13 Mile frontage, with final placement to be determined in coordination with engineering staff.

Increased Buffering and Setbacks:

- The rear yard setback to Holly Hill Farms has increased from the required 35 feet to 83-86 feet, providing an additional 48-51 feet beyond zoning requirements.
- Southernmost building configurations were modified to include only three- and four-unit buildings to reduce visual impact on adjacent properties.

Baptist Manor Adjustments:

- Baptist Manor has agreed to remove a duplex along 13 Mile Road to facilitate the new primary entrance.
- Discussions are ongoing regarding the removal of four aging duplexes along the shared western property line, with the possibility of replacing them with two four-plex units. The overall density of Baptist Manor would remain unchanged.

Landscaping and Tree Preservation:

- The revised clustered development plan reduces the deficient tree calculation from 85 to 59 trees, preserving 26 additional legacy trees.
- Extensive landscaping will be installed along the 13 Mile frontage, with Baptist Manor planting additional trees to compensate for any deficiencies.
- Over one-third mile of new landscaping will extend from Baptist Manor through the Tabernacle to Mulberry Park.

Housing Market Considerations:

- The proposed townhomes at Mulberry Park will start at approximately \$400,000, which is lower than recently built single-family homes in Farmington Hills, which range from \$500,000 to over \$700,000.
- Comparable townhouse developments in the region show higher price points (Gramercy Ridge is starting at \$700,000 or more), indicating strong demand for attached housing and also pointing out the need for more moderate priced housing to support younger home buyers.
- The Rose Senior Living Development has rental rates starting at \$4,300 per month. In contrast, Baptist Manor Ranch units will start in the low-to-mid \$2,000 range, offering a more affordable alternative with similar amenities. Residents of The Tabernacle will have access to Baptist Manor's services, including housekeeping, laundry, and additional care as needed.

Summary of Public Benefits and Amenities:

- A central gathering space and public art installation are planned along the 13 Mile frontage.
- A fitness trail and meandering pathway will replace the previously planned western basin.

- A native landscape garden, butterfly corridor, and benches will be incorporated to enhance ecological stability.
- An additional park area south of the eastern basin will provide scenic seating with views of the tree preservation buffer.
- A three-foot landscape wall will be installed along select areas for privacy, particularly for Holly Hill residents and future community members.

Alignment with the City's Master Plan:

- The development addresses the need for "missing middle" housing, catering to young professionals, first-time homebuyers, and seniors seeking a maintenance-free lifestyle.
- The City's master plan highlights a growing demand for senior housing as the baby boomer demographic continues to age.
- The special planning area designation for this property encourages creative higher-density residential development.
- The proposal includes setbacks of 83 to 86 feet to buffer the new development from existing single-family neighborhoods.
- The master plan allows for a mix of detached and attached housing styles, which is reflected in the project's combination of ranch and two-story units.

Public Hearing

Mayor Rich explained the process for public comment and opened the Public Hearing.

Mayor Rich read a list of individuals who would like to go on record as being opposed to this PUD/site plan request: Beverly Mihalko, Joanne Zechar, Joe and Kathy Sterbling, Lindsey Matych, Michele Nagoda, Amy Broglin-Peterson, Charles Spiess, John Nagoda, Mark Sanders, Patricia Labrecque, Paul Shultz, Roger Matuz, Brant Kessel, Douglas and Mamie Roberson.

Sam Rabah, Westgate, was concerned about traffic on 13 Mile Road near Westgate. While deceleration lanes exist for residential streets between Farmington Road and Haggerty Road, there are none between Westgate and Orchard Lake, creating hazardous conditions. Mr. Rabah described frequent incidents where vehicles following too closely attempt to pass him in the left-turn lane as he slows down to enter his subdivision, including one occasion where he had to reverse to avoid a head-on collision. He urged Council to consider installing a deceleration lane to improve safety and prevent future accidents.

Michael Pucher, Westgate, supported the request for deceleration lanes. He also expressed concerns about the density of the proposed development, noting that the Robertson project at 12 Mile and Inkster has 75 units on 30 acres, while the 13 Mile proposal seeks to place 69 units on 15 acres. Mr. Pucher emphasized the unique character of the Westgate neighborhood, with its custom homes and distinctive landscaping, and questioned how the new development might impact property values. Lastly, he requested action on longstanding blight issues in the area, noting that they have persisted for years.

Wanda Whalen, Woodbrook Street, was strongly opposed to the proposed Planned Unit Development. While she is not against new construction, she objected to this development at this location. She emphasized concerns about the impact on longtime residents, many of whom have lived in the area for decades, and believed the development would alter the character of the neighborhood. She also cited existing traffic congestion on the two-lane roadway, and voiced skepticism about developers' promises, urging the City to prioritize the interests of current residents over large-scale development.

Michele Nagoda, Richmond Hill, noted that with the ongoing closure of I-696, local roads such as 12 Mile and 13 Mile will experience increased congestion, which will be further exacerbated by construction. She questioned the adequacy of parking for community gatherings and expressed concerns that the development's density is far greater than what is typical in the area. She urged the City to consider a more moderate increase in housing rather than the proposed 69 units.

John P. Nagoda, Westgate subdivision, reiterated his opposition to the proposed development, citing concerns over density and safety. He emphasized that while the developers' projections account for unit numbers, the real impact will be the increased traffic flow and congestion caused by residents and their vehicles. He highlighted past safety issues, particularly after the removal of deceleration lanes about 20 years ago. He expressed skepticism regarding developer commitments, referencing a long-unfulfilled promise for a brick wall along Northwestern Highway relative to development there, which wall remains unbuilt after 30 years.

Amy Broglin-Peterson, Northbrook Street, urged Council to reject the revised proposal, stating that it fails to address key concerns raised in previous meetings, including density, traffic safety, affordability, and compatibility with the surrounding area. She questioned why the subject properties have been allowed to deteriorate into blight, despite city ordinances designed to prevent such conditions. She alleged that the property owner has deliberately neglected the area, citing violations such as standing cesspools, in-ground oil tanks, and unsecured structures. She asked the City to enforce its ordinances and facilitate the sale of the properties rather than approving high-density development.

Adele Letterman, Westgate subdivision, expressed continued opposition to the proposed development, stating that even with the reduction from 76 to 69 units, the density remains too high for the area. She recounted previous discussions with the developers, during which she was told that further reductions would make the project unprofitable. Ms. Letterman urged Council to prioritize the long-term well-being of Farmington Hills and its neighborhoods over financial considerations.

Louise Lieberman, Southbrook, reiterated concerns that the proposed development is too dense. Previous community feedback overwhelmingly opposed increased density in the area. She added her name, along with Arlene Spicer and Adele Letterman, to those formally opposing the project. Ms. Lieberman also pointed out that online public comments did not support zoning changes to allow higher density development.

Julie Skene, Highmeadow, voiced support for previous public comments and reiterated concerns about the proposed development's density and traffic impact. She objected to having two-story structures backing up to Holly Hill Farms and suggested that single-story units should be placed along the perimeter, with townhomes centralized within the development. While she acknowledged the revisions made to the proposal, she urged the developers to further address the height of buildings near existing single-family homes.

Laviv Matutuca, Richmond Hill, expressed agreement with previous public comments and raised concerns about the impact of the proposed development on the character and safety of the Westgate subdivision. The neighborhood is a quiet, well-connected community, and he worries that increased foot

traffic from the new development may lead to security concerns. Additionally, he questioned why the City is considering a proposal that does not conform to existing RA-1 zoning regulations.

Lindsey Matych, Holly Hill Farms, opposed the proposed development, arguing that it exceeds reasonable density for the area and contradicts zoning regulations. She contended that the developers' comparison chart contained inaccurate figures, particularly regarding Cove Creek, and that the proposed density is more than double that of comparable projects. Ms. Matych also raised concerns about significant tree removal, loss of open space, and the project's failure to provide adequate buffers between existing neighborhoods. She asserted that the proposal does not align with the city's master plan, prioritizing density over community benefits, and urged Council to reject the project.

John Good, Polo Club Drive, acknowledged the value of increasing residential density along major thoroughfares like 12 Mile and 13 Mile but emphasized the need for thoughtful design that respects existing neighborhoods. He highlighted the architectural significance of Holly Hill Farms and the custom-designed large lots in Westgate, suggesting that adjustments be made to reduce the density and lower the height of buildings along the southern boundary of the proposed project. He encouraged the City to pursue growth while ensuring that new developments are thoughtfully integrated into their surroundings.

Eric Schmidt, Holly Hill Farms, reiterated his strong opposition to the proposed development, citing concerns over excessive density and inadequate green space. The minor adjustments made to the plan do not align with the character of the area. Density should be reduced to levels comparable to Cove Creek. Mr. Schmidt also criticized the poor maintenance of the subject property, pointing out abandoned vehicles and debris visible from 13 Mile Road, which reflected a pattern of neglect. He questioned the developers' claims of ongoing engagement with residents, stating that no one he spoke with had been contacted by the developer, which raised doubts about their transparency. He urged the Council to reject the proposal.

Mayor Rich closed the Public Hearing and brought the matter back to City Council.

Traffic Study Discussion

Council Member Bridges inquired about the traffic study results and how they were analyzed. Director of Public Services Rushlow explained that the city does not conduct its own traffic study, but reviews analyses submitted by the applicant's traffic engineer. The city received the latest traffic impact analysis on February 21, after business hours, and completed a review within a week. Due to timing constraints, the report was not included in Council's packet but was emailed to council members earlier today.

Public Services Director Rushlow noted differences between the latest traffic study and the previous one, particularly regarding traffic conditions at Westgate Drive and 13 Mile Road. He stated that additional questions remained regarding the methodology and findings.

- The study indicated that existing traffic conditions at Westgate Drive were already rated at a Level of Service (LOS) E, with projections showing a decline to LOS F upon project completion.
- The primary improvements sought by the City included connecting the site to the existing traffic signal and ensuring a second egress aligned with Westgate Drive to reduce turning conflicts.
- While these measures improved traffic flow, the study still projected increased delays at the intersection.

- The analysis did not include the impact of a potential deceleration lane for Westgate Drive, as that improvement falls outside the development site.

Council Member Aldred expressed concern that the traffic study was not available for thorough review before the meeting, emphasizing that traffic impact is a significant issue relative to this proposed development. He questioned why the new study showed a shift from an expected LOS C-to-F deterioration to an LOS E-to-F deterioration at the Westgate intersection.

Mr. Geiger, the applicant's traffic consultant, explained that the difference resulted from changes in evaluation methodology. The updated study assessed the intersection as a four-leg rather than a three-leg intersection, following Highway Capacity Manual (HCM) guidelines. This methodological adjustment, rather than project modifications, accounted for the shift in projected impact.

Aaron Schafer requested that Council consider tabling the matter in order to give the Schafers time to speak with their traffic engineer and city staff to evaluate constructing a deceleration lane along Westgate Drive, as requested by several speakers.

Mayor Rich asked the applicant if they would consider funding a deceleration lane if the City's traffic engineer determined it to be warranted. Steven Schafer acknowledged the request and indicated willingness to collaborate on this matter. He noted that traffic reports showed no recorded accidents in the last four years at the intersection. He affirmed a willingness to eliminate or relocate the access point to Westgate, pending approval from city staff and emergency services. A potential alternative included installing a breakaway gate for emergency access only. Steven Schafer emphasized that the revised plan integrates new units along Baptist Manor, providing a direct and improved entry to the development, reducing reliance on the Westgate access.

Council Member Boleware noted that the study found morning congestion at LOS E and evening congestion at LOS F, with part of the delay stemming from the timing of the traffic signal at Detroit Baptist Manor, which has a 110-second cycle length. Mr. Geiger confirmed that the signal's timing contributed to delays but also explained that adjusting that signal would affect the coordination of all traffic signals along 13 Mile Road.

Mr. Geiger noted that the proposed development would increase traffic delay at Westgate Drive by approximately seven seconds per vehicle, which was not considered a significant change. Vehicle queuing at Westgate was projected to increase by one foot, with the number of queued cars (2) remaining the same.

Council Member Aldred asked if prohibiting left turns from the development onto 13 Mile Road would improve safety. Mr. Geiger acknowledged that restricting movements generally enhances safety but also pointed out that the connection to the signalized intersection at Baptist Manor would naturally encourage most residents to exit via that route.

Council Member Dwyer was confident that the city's traffic division is capable of managing any potential traffic concerns. He emphasized that the development would not generate the kind of congestion seen in large employment centers and was unlikely to cause significant disruptions.

Araon Schafer reiterated their request to table the matter for further analysis of the deceleration lanes and additional review of traffic impacts.

Director Rushlow stated that the City had reviewed the updated study and found no major discrepancies. The primary question related to whether the queuing observations were based on field data or modeling, and it was confirmed that both were used. As stated, the study projected a minor delay increase of approximately seven seconds per vehicle at Westgate Drive, which was deemed insignificant.

Director Rushlow said there were no significant outstanding issues with the applicant's traffic study, and the City found the conclusions to be reasonable. Regarding the possibility of adding a deceleration lane, Director Rushlow explained that a separate analysis would be required to determine if such a lane would be appropriate, given the three-lane road configuration.

Impact on Neighboring Properties

Council Member Knol inquired about changes to the site plan, particularly the relocation of Unit 5 and the resulting increase in green space and stormwater detention. She asked how the overall square footage of the development had changed between the original and revised plans. Aaron Schafer said he could provide this information to Council.

Council Member Knol expressed concerns about the placement of two-story buildings near Holly Hill, stating that the larger setback was beneficial but did not mitigate the visual impact in winter months when tree foliage is reduced. She suggested continuing the one-story ranch units along the perimeter to minimize this effect. Steven Schafer responded that some Holly Hill homes are tri-levels or two-story structures, and the proposed design aligns with existing development patterns. However, he was open to modifying the proposal by increasing the number of ranch units.

Council Member Knol reiterated concerns regarding the impact of density on adjacent neighborhoods, particularly Holly Hill. She advocated for reducing density further by incorporating more single-story units, which she believed would be less intrusive for neighboring residents. Council Member Knol also suggested that a shift toward condominiums rather than townhouses could be more compatible with market demand, noting that many residents in the area seek single level living arrangements for downsizing. Such a change could maintain profitability while preserving green space and reducing environmental impacts.

Council Member Bruce emphasized that the proposed development would significantly alter the RA-1 zoning character of the area, effectively transitioning it to an RC-3 density. He strongly opposed the plan, stating that zoning changes should not be made in a way that disrupts neighborhood stability. He expressed concerns that the existing properties had been intentionally neglected to facilitate higher-density development and maintained that the site could still be developed within RA-1 parameters.

Council Member Aldred appreciated the substantial changes made in the site plan. He agreed that the density should be reduced further, to match the density of Cove Creek. He also supported ranch homes at the south of the property. He thought the proposal was close to approval.

Council Member Boleware highlighted the importance of multi-generational housing. She noted that the project could provide attainable and affordable housing, which is in high demand in Farmington Hills and

the surrounding areas. She acknowledged concerns about density but emphasized the value of offering housing options for young families looking to purchase their first home, as well as for seniors seeking downsized living arrangements. She supported the project's overall concept but stated that reducing density and incorporating acceleration and deceleration lanes for safety would be preferable.

Steven Schafer indicated willingness to reduce density to levels comparable with the Cove Creek development and to work with staff on the safest access points.

Mayor Rich echoed support for the project's overall concept, commending the applicant for implementing substantial changes based on previous feedback. She noted that the proposed development could encourage multi-generational living. Mayor Rich also pointed out the project's walkability and its proximity to amenities. She supported postponing the matter to allow for further refinements.

After further discussion and in collaboration with the applicant, Council agreed to postpone further discussion and until the first meeting in May.

MOTION by Bridges, support by Boleware, to postpone consideration of Planned Unit Development 2, 2024 including Site Plan 56-8-2024, Mulberry Park and The Tabernacle Multi-Family Housing, located on 13 Mile Road, west of Middlebelt Road to May 12, 2025.

MOTION CARRIED 6-1 (Bruce opposed).

Mayor Rich called a short recess at 10:00pm and reconvened the meeting at 10:10pm.

UNFINISHED BUSINESS

CONSIDERATION OF AMENDMENT TO PLANNED UNIT DEVELOPMENT 2, 2021, INCLUDING REVISED SITE PLAN 59-5-2022, VILLAS AT PEBBLE CREEK (SARAH FISHER), LOCATED AT 27400 TWELVE MILE ROAD. CMR 3-25-33

Planning and Community Development Director Kettler Schmult introduced this request to amend Planned Unit Development 2, 2021, including revised site plan 59-5-2022, for the Villas at Pebble Creek (Sarah Fisher). The primary modification is the removal of the northern driveway access point, which has been converted into open space. The project now features a single boulevard entrance off Inkster Road, with a gated emergency access point on Twelve Mile Road.

Tim Loughrin of Robertson Homes provided an overview of the amendment, emphasizing that the layout of the site remains largely unchanged except for the removed access point. He noted that the adjustment was made following discussions with city staff and that the traffic study addressed concerns related to the access change.

Council Member Aldred inquired about potential uses for the new open space. Mr. Loughrin responded that the area would primarily feature plantings as a buffer for adjacent homes. A sidewalk connection may be challenging due to grade differences.

Mayor Rich asked how preserving the chapel on site would be a benefit to the greater community. Mr. Loughrin explained that maintaining the chapel, which will be prominent from the road, as well as the

historic gates and signage, preserves the history of the Sarah Fisher orphanage. It will serve as an amenity for residents, featuring a kitchen, card area, and restrooms.

Mayor Rich also asked about the inclusion of an art park and adult play equipment. Mr. Loughrin stated that his team was open to incorporating such features in the PUD agreement and would explore options based on the council's feedback.

MOTION by Bruce, support by Bridges, to approve the amendment to the Planned Unit Development 2, 2021, including Revised Site Plan 59-5-2022, Villas at Pebble Creek (Sarah Fisher), located at 27400 Twelve Mile Road, CMR 3-25-33.

IT IS FURTHER RESOLVED, that the City Attorney prepare the appropriate PUD agreement stipulating the final PUD approval conditions and authorizing the identified zoning deviations for City Council consideration and final approval.

MOTION CARRIED 7-0.

CONSENT AGENDA

RECOMMENDED APPROVAL OF USE OF CITY FACILITIES POLICY AMENDMENTS.

MOTION by Bridges, support by Aldred, to approve the amendments to the Use of City Facilities Policy.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF AWARD OF PROPOSAL FOR THE DEVELOPMENT OF THE CITY'S BRANDING GUIDELINES TO DESTINATION BY DESIGN IN THE AMOUNT OF \$70,000. CMR 3-25-34

MOTION by Bridges, support by Aldred, to authorize the City Manager to issue a purchase order to Destination by Design for \$70,000 for the City's Branding Guidelines.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF CITY COUNCIL STUDY SESSION MEETING MINUTES OF FEBRUARY 24, 2025.

MOTION by Knol, support by Bruce, that the City Council of Farmington Hills hereby approves the City Council study session meeting minutes of February 24, 2025.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRUCE, DWYER, KNOL, AND RICH

Nays: NONE

Absent: NONE

Abstentions: BRIDGES

MOTION CARRIED 6-0-0-1.

RECOMMENDED APPROVAL OF CITY COUNCIL REGULAR SESSION MEETING MINUTES OF FEBRUARY 24, 2025.

MOTION by Knol, support by Bruce, that the City Council of Farmington Hills hereby approves the City Council regular session meeting minutes of February 24, 2025.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRUCE, BRIDGES, DWYER, AND KNOL

Nays: NONE

Absent: NONE

Abstentions: BRIDGES

MOTION CARRIED 6-0-0-1.

ADDITIONS TO AGENDA

There were no additions to the agenda.

PUBLIC COMMENTS

Lawrence Kohl, Ramble Hills subdivision, expressed concern over the increasing deer population, stating that the animals are causing significant property damage and reducing property values. Deer are consuming plants, damaging trees, and making landscaping efforts futile. He urged Council to take action to address the issue.

In response, Mayor Rich noted that a study session dedicated to discussing the urban deer herd issue is scheduled for March 24 at 6 p.m. in Council Chambers.

Pea Gee, Farmington Hills resident, thanked Council Member Bruce for his consistent stance and commitment to addressing community concerns. She noted the City Manager made an excellent choice with the newly appointed Police Chief. She shared her admiration for the *Craft with a Cop* event held at The Hawk in December, where officers engaged with children in arts and crafts.

CITY ATTORNEY REPORT

City Attorney Report was received by council.

ADJOURNMENT

The regular session of City Council meeting adjourned at 10:32PM.

Respectfully submitted,

Carly Lindahl, City Clerk

Ashley Hopper

From: Charles Blackwell <[REDACTED]>
Sent: Thursday, April 24, 2025 4:29 PM
To: Carly Lindahl; Ashley Hopper; FOIA Request Clerk
Subject: FOIA Fee Appeal:
Attachments: FOIA Request Response 2.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello

Please accept this email as a FOIA fee appeal.

1. Basis for City Council to reverse the \$178 fee.

MCL 15.234(2) states:

A search for a public record may be conducted or copies of public records may be furnished without charge or at a reduced charge if the public body determines that a waiver or reduction of the fee is in the public interest because searching for or furnishing copies of the public record can be considered as primarily benefiting the general public.

Here, the City Council should make a determination that the disclosure of text messages regarding the City Manager benefits the general public. Thus, it would be appropriate to waive the fee as contemplated in MCL 15.234(2)

Ashley Hopper

From: Charles Blackwell <[REDACTED]>
Sent: Wednesday, April 2, 2025 11:18 AM
To: FOIA Request Clerk
Cc: Carly Lindahl; Ashley Hopper; Karen Mondora; Gary Mekjian; Theresa Rich; Vickie Sullen-Winn
Subject: FOIA Request: Karen Mondora

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Charles Blackwell
[REDACTED]

1. I am seeking text messages between Assistant City Manager Karen Mondora and City Manager Gary Mekjian.

Please search from January 1st 2025 to March 31st, 2025.



OFFICE OF CITY CLERK

April 24, 2025

Charles Blackwell



Re: Freedom of Information Act Request

Dear Charles Blackwell:

This letter is in response to your Freedom of Information Act (FOIA) request the City Clerk's Office received via email on April 2, 2025, requesting text messages between Assistant City Manager Karen Mondora and City Manager Gary Mekjian from January 1st, 2025 to March 31st, 2025.

Please be advised that in order to fulfill your request, it is estimated that the fee to search, retrieve and scan/copy the documents that you are seeking will be \$178.86. Therefore, I am requesting a good-faith deposit of one-half the estimated amount or \$89.43. A fee itemization form is included with this letter.

If you wish for us to proceed with your request, please submit the deposit within 45 days to the City of Farmington Hills, City Clerk's Office, 31555 West Eleven Mile Rd, Farmington Hills, MI 48336 and made payable to the City of Farmington Hills. Upon receipt of deposit, staff will commence with processing your request and estimate it will take 5 days to complete. The deposit is due no later than Wednesday, June 11, 2025.

The City's specific protocol for responding to FOIA requests is set forth in the Public Summary and the City's Procedure and Guidelines available on its website at: www.fhgov.com. Paper copies of the aforementioned documents are also available at the City Clerk's Office.

If you have any questions regarding this matter, please contact me at 248-871-2420.

Sincerely,

CITY OF FARMINGTON HILLS

A handwritten signature in cursive script that reads "Carly Lindahl".

Carly Lindahl, MMC, MiPMC II
City Clerk

/nm

FOIA Fee Itemization Form**(Effective July 1, 2015)**

Component	Cost Calculations	Total
1. Labor Costs – Search, Location, and Examination of Records* City Manager's Office	Enter the hourly wage of lowest paid employee capable of performing the search, location and examination \$ <u>76.00</u> per hour Multiply the wage by the fringe benefit multiplier (maximum of 50% of the hourly wage); OR, if the requested information is available online and the requestor request the documents to be provided in another format, the fringe benefit multiplier may exceed 50% (not to exceed actual cost) <u>50</u> % Multiply the hourly wage times the fringe benefit multiplier \$ <u>76.00</u> x <u>1.50</u> = \$ <u>114.00</u> If stipulated by the requestor, add the hourly overtime wage increment (but do not include in the calculation of fringe benefit costs) \$ <u>-</u> + <u>-</u> = \$ <u>-</u> Divide the resulting hourly wage by four (4) to determine the charge per fifteen (15) minute increment \$ <u>114.00</u> / 4 = \$ <u>28.50</u>	
	Number of 15 minute increments (partial time increments must be rounded down) multiplied by the permitted rate <u>3</u> x \$ <u>28.50</u> = \$ <u>85.50</u>	\$ <u>85.50</u>
2. Employee Labor Costs – Redaction*	If performed by the public body's employee: Enter the hourly wage of lowest paid employee capable of performing the redaction \$ _____ per hour Multiply the wage by the fringe benefit multiplier (maximum of 50% of the hourly wage); OR, if the requested information is available online and the requestor request the documents to be provided in another format, the fringe benefit multiplier may exceed 50% (not to exceed actual cost) <u>50</u> % Multiply the hourly wage times the fringe benefit multiplier	

FOIA Fee Itemization Form

(Effective July 1, 2015)

Component	Cost Calculations	Total
1. Labor Costs – Search, Location, and Examination of Records* Clerk's Office	Enter the hourly wage of lowest paid employee capable of performing the search, location and examination \$ <u>31.12</u> per hour Multiply the wage by the fringe benefit multiplier (maximum of 50% of the hourly wage); OR, if the requested information is available online and the requestor request the documents to be provided in another format, the fringe benefit multiplier may exceed 50% (not to exceed actual cost) <u>50</u> % Multiply the hourly wage times the fringe benefit multiplier \$ <u>31.12</u> x <u>1.50</u> = \$ <u>46.68</u> If stipulated by the requestor, add the hourly overtime wage increment (but do not include in the calculation of fringe benefit costs) \$ <u>-</u> + <u>-</u> = \$ <u>-</u> Divide the resulting hourly wage by four (4) to determine the charge per fifteen (15) minute increment \$ <u>46.68</u> / 4 = \$ <u>11.67</u>	
	Number of 15 minute increments (partial time increments must be rounded down) multiplied by the permitted rate <u>6</u> x \$ <u>11.67</u> = \$ <u>70.02</u>	\$ <u>70.02</u>
2. Employee Labor Costs – Redaction*	If performed by the public body's employee: Enter the hourly wage of lowest paid employee capable of performing the redaction \$ <u>31.12</u> per hour Multiply the wage by the fringe benefit multiplier (maximum of 50% of the hourly wage); OR, if the requested information is available online and the requestor request the documents to be provided in another format, the fringe benefit multiplier may exceed 50% (not to exceed actual cost) <u>50</u> % Multiply the hourly wage times the fringe benefit multiplier	

	$\underline{\$ 31.12} \times 1.50 = \$ 46.68$ <p>If stipulated by the requestor, add the hourly overtime wage increment (but do not include in the calculation of fringe benefit costs)</p> $\underline{\$ \quad} + \underline{\quad} = \$ \quad$ <p>Divide the resulting hourly wage by four (4) to determine the charge per fifteen (15) minute increment</p> $\underline{\$ 46.68} / 4 = \$ 11.67$	
	<p>Number of 15 minute increments (partial time increments must be rounded down) multiplied by the permitted rate</p> $\underline{2} \times \$ 11.67 = \$ 23.34$	\$ 23.34
2. Contracted Labor Costs – Redaction*	<p>If performed by Contracted Labor (Only permitted if the public body does not employ a person capable of redacting the records as determined by the FOIA Coordinator):</p> <p>Name of person or firm contracted:</p> <p>_____</p> <p>Enter the hourly rate charged by the contractor (may not exceed six (6) times the State minimum wage (i.e. \$8.15x6=\$48.90)</p> <p style="text-align: right;">\$ _____ per hour</p> <p>Divide the hourly rate by four (4) to determine the charge per fifteen (15) minute increment</p> <p style="text-align: right;">\$ _____ / 4 = \$ _____</p>	
	<p>Number of 15 minute increments (partial time increments must be rounded down) multiplied by the permitted rate</p> $\underline{\quad} \times \$ \underline{\quad} = \$ \underline{\quad}$	\$ _____
3. Non-Paper Physical Media	<p>Actual and most reasonably economical cost of:</p> <p>Flash Drives \$ _____ x number used _____ = \$ _____</p> <p>Computer Discs \$ _____ x number used _____ = \$ _____</p> <p>Other Media \$ _____ x number used _____ = \$ _____</p>	\$ _____
4. Paper Copies	<p>Actual total incremental cost of duplication (not including labor) up to a <u>maximum of 10 cents per page</u>:</p> <p>Letter paper (8 1/2" x 11")</p> <p style="text-align: right;">number of sheets _____ x \$0.05 = \$ _____</p>	

	<p>Legal paper (8 1/2" x 14") number of sheets ____ x \$0.05 = \$ ____</p> <p>Actual cost of other types of paper:</p> <p>Type of Paper: Plan Sheets (24 x 36) number of sheets ____ x \$ 0.25 = \$ ____</p> <p>Type of Paper: _____ number of sheets ____ x \$ ____ = \$ ____</p> <p>(NOTE: Must print double-sided if available and costs less.)</p>	\$ ____
5. Labor Cost – Duplication Copying, and transferring records to non-paper physical media	<p>Enter the hourly wage of lowest paid employee capable of performing the duplication, copying, or transferring digital records to non-paper physical media \$ ____ per hour</p> <p>Multiply the wage by the fringe benefit multiplier (maximum of 50% of the hourly wage); OR, if the requested information is available online and the requestor request the documents to be provided in another format, the fringe benefit multiplier may exceed 50% (not to exceed actual cost) 0 %</p> <p>Multiply the hourly wage times the fringe benefit multiplier \$ ____ x 1.00 = \$ ____</p> <p>If stipulated by the requestor, add the hourly overtime wage increment (but do not include in the calculation of fringe benefit costs) \$ - + - = \$ -</p> <p>Divide the resulting hourly wage by 4 to determine the charge per fifteen (15) minute increment \$ ____ / 4 = \$ ____</p> <p>(NOTE: May use any time increment for this category)</p>	
	<p>Number of ____ minute increments (partial time increments must be rounded down) multiplied by the permitted rate x \$ ____ = \$ ____</p>	\$ ____
6. Mailing	<p>Actual cost of mailing records in a reasonable and economical manner:</p> <p>Cost of mailing: \$ ____</p> <p>Cost of least expensive form of postal delivery confirmation: \$ ____</p> <p>Cost of expedited shipping or insurance only if specifically stipulated by the requestor:</p>	

	\$ _____	\$ _____
	Subtotal	\$ <u>178.86</u>
Waivers and Reductions	<p>Subtract any Fee Waiver or Reduction: \$20.00 for indigency or nonprofit organization as further described in the Public Body's procedures and guidelines.</p> <p>Any amount determined by the Public Body due to the search and furnishing of the Public Record determined to be in the public interest. \$ _____</p> <p>The reduction amount due to the late response of the Public Body. 5% of fee x _____ days late = _____ % reduction (maximum reduction is 50%)</p>	-\$ _____
Deposit	Subtract any good-faith deposit received: \$ _____	-\$ _____
	Total Due	\$ <u>178.86</u>

*Note: Labor costs for search, location, examination and redaction (categories 1 and 2 on the itemization form) may not be charged unless the failure to charge a fee would result in unreasonably high costs to the public body because of the nature of the request in the particular instance, and the public body specifically identifies the nature of these unreasonably high costs.

The Court of Appeals has interpreted this provision to require that the determination be made relative to the usual or typical costs incurred by the public body in responding to FOIA requests. The key factor in determining whether the costs are "unreasonably high" is the extent to which the particular request differs from the usual request. *Bloch v Davison Cnty Schools*, (Mich.App. Apr. 26, 2011), 2011 WL 1564645.



CITY CLERK'S REPORT TO MAYOR AND COUNCIL

DATE: May 12, 2025

DEPT: City Clerk

RE: Introduction of Ordinance - Smoking Lounge Amendment

ADMINISTRATIVE SUMMARY

- In April 2024, City Council approved eliminating the bona fide restaurant requirement from the liquor license ordinance in order to allow for other types of establishments, as opposed to restaurants only.
- Recently the City Clerk's office received an application for both a liquor license along with a smoking lounge license for a proposed upscale cigar bar, however, the city's current smoking lounge ordinance prohibits the consumption of alcoholic beverages in smoking lounges.
- When the smoking lounge ordinance was amended in 2022, Council acknowledged that this provision could potentially exclude cigar bars and agreed to revisit the issue in the future.
- At the April 28, 2025 City Council study session, council discussed amending the current smoking lounge ordinance to allow for the consumption of alcoholic beverages in smoking lounges, and at that time there was consensus to move forward and bring this item back to a regular meeting for introduction of an ordinance.
- A draft ordinance amendment has been provided for your review.

RECOMMENDATION

- IT IS RESOLVED, that the Farmington Hills City Council hereby approves the INTRODUCTION of an Ordinance amending the Farmington Hills Code of Ordinances, Chapter 8, "Business Licensing," Article II, "Smoking Lounges," Division 3, "Operation," Section 8-63, "Standards of Conduct and Special Permits," to allow the consumption of alcoholic beverages in smoking lounges.

Respectfully submitted,

Carly Lindahl, City Clerk

ORDINANCE NO. C-_____-2025

**CITY OF FARMINGTON HILLS
OAKLAND COUNTY, MICHIGAN**

AN ORDINANCE TO AMEND THE FARMINGTON HILLS CODE OF ORDINANCES AT CHAPTER 8, "BUSINESS LICENSING" ARTICLE II, "SMOKING LOUNGES," DIVISION 3, "OPERATION," SECTION 8-63, "STANDARDS OF CONDUCT AND SPECIAL PERMITS," TO ALLOW THE CONSUMPTION OF ALCOHOLIC BEVERAGES IN SMOKING LOUNGES.

THE CITY OF FARMINGTON HILLS ORDAINS:

Section 1 of Ordinance. Ordinance Amendment.

The Farmington Hills City Code, Chapter 8, "Business Licenses," Article II, "Smoking Lounges," Division 3, "Operation," Section 8-63 is hereby amended to read as follows:

Sec. 8-63. - Standards of conduct and special permits.

A smoking lounge licensed under this article and the licensee, including its owners, operators, managers, agents, and employees, shall comply with and shall be responsible for ensuring that patrons, owners, and employees comply with this City Code, applicable state laws, and all of the following, at all times:

(a) The ~~consumption of alcoholic beverages and~~ use of marijuana products, of any kind, shall not be allowed.

(b) The unlawful possession, use, or delivery of any controlled substance shall not be allowed.

(c) Persons visibly under the influence of, or intoxicated from, the use of any substance under (a) or (b) of this section shall not be permitted to remain or loiter on the premises.

(d) There shall be no live entertainment or dancing, unless a special dance-entertainment permit has been applied for and approved as part of a smoking lounge license pursuant to this article. If a special dance-entertainment permit has been issued, then any live entertainment and dancing on the licensed premises shall comply with this article.

(e) There shall be no use of hookahs or consumption of hookah tobacco, unless a special hookah lounge permit has been applied for and approved as part of a

smoking lounge license pursuant to this article. If a special hookah lounge permit has been issued, then any use of hookahs or consumption of hookah tobacco on the licensed premises shall comply with this article.

(f) There shall be no gambling.

(g) Patrons shall not loiter in the parking lot and immediately leave the parking area upon exiting the licensed premises.

(h) Patrons shall immediately exit the premises upon the close of business.

(i) The licensee shall, at all times, maintain the premises as a safe and secure environment for patrons and employees and shall ensure that the smoking lounge, including interior and external areas, is maintained and operated, at all times, in such a manner as not to result in breaches of the peace or a menace to the health, safety, or welfare of the public.

Section 2 of Ordinance. Repealer.

All ordinances, parts of ordinances, or sections of the City Code in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect, and the Farmington Hills Ordinance Code shall remain in full force and effect, amended only as specified above.

Section 3 of Ordinance. Savings.

The amendments of the Farmington Hills Code of Ordinances set forth in this ordinance do not affect or impair any act done, offense committed, or right accruing, accrued, or acquired or liability, penalty, forfeiture or punishment, pending or incurred prior to the amendments of the Farmington Hills Code of Ordinances set forth in this ordinance.

Section 4 of Ordinance. Severability.

If any section, clause or provision of this ordinance shall be declared to be unconstitutional, void, illegal or ineffective by any court of competent jurisdiction, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated, and such section, clause or provision declared to be unconstitutional, void or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this ordinance shall stand and be in full force and effect.

Section 5 of Ordinance. Effective Date.

The provisions of this ordinance are ordered to take effect twenty-one (21) days after enactment.

Section 6 of Ordinance. Date and Publication.

This ordinance is declared to have been enacted by the City Council of the City of Farmington Hills at a meeting called and held on _____, 2025, and ordered to be given publication in the manner prescribed by law.

Ayes:

Nays:

Abstentions:

Absent:

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

I, the undersigned, the qualified and acting City Clerk of the City of Farmington Hills, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Council of the City of Farmington Hills at a meeting held on _____, 2025, the original of which is on file in my office.

Carly Lindahl, City Clerk
City of Farmington Hills



INTEROFFICE CORRESPONDENCE

DATE: May 12, 2025
TO: City Council
FROM: Theresa Rich, Mayor
SUBJECT: Recommendation for appointment.

I would like to recommend the following appointments at the May 12, 2025 City Council meeting.

Beautification Commission

Michael Harris	Length of Term: 3 years	Term ending: February 1, 2028
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Michael will fill the regular vacancy left by Rita Roberts who resigned Sept. 2024. Attached, please find Michael's resume.

Commission on Community Health

Kimberlea Dungy	Length of Term: 3 years	Term ending: February 1, 2028
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Kimberlea will fill the alternate vacancy. Attached, please find Kimberlea's resume

Barbara Smrtka

From: postmaster@muniweb.com
Sent: Saturday, May 3, 2025 8:03 PM
To: DistributionList-CityManagerOffice
Subject: The Form 'Boards and Commissions Questionnaire' was submitted

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Your Name

Michael Harris

Your Address

[REDACTED]

Your Phone Number

[REDACTED]

Your Email

[REDACTED]

Multiple choice

Beautification Commission

Brief Resume

I enjoy landscaping as I have done much to beautify the outside of my home and also my business that I use to own.

References

Alla Harris-[REDACTED] Alan Parven [REDACTED]
[REDACTED]

Barbara Smrtka

From: postmaster@muniweb.com
Sent: Monday, May 5, 2025 8:40 AM
To: DistributionList-CityManagerOffice
Subject: The Form 'Boards and Commissions Questionnaire' was submitted

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Your Name

Kimberlea Dungy

Your Address

[REDACTED]

Your Phone Number

[REDACTED]

Your Email

[REDACTED]

Multiple choice

Commission on Aging
Commission on Community Health
Mayor's Youth Council

Brief Resume

Kimberlea Dungy Farmington Hills, MI [REDACTED]
www.LeaLearning.com Learning Leader | Lecturer | Leadership Development innovative learning strategist with expertise in adult education, instructional design, and curriculum development for engineering, manufacturing, EV battery and energy operations. Skilled in implementing data-driven learning frameworks, non-traditional education models, and transformational workforce programs aligned with emerging technologies. Proven track record of global program delivery and organizational change leadership across corporate, academic, and technical training environments. Skills Curriculum Design | Instructional Design | Adult Learning | Design Thinking | Organizational Strategy | Process Flows | Engineering Operations | Data Analysis | Lean Six Sigma | Technical Training Experience General Motors, Warren, MI September 2018 – February 2025 Global Learning Lead Manufacturing and Dean, November 2021 – February 2025 Directed a team of 25 learning professionals to design, develop, implement, and evaluate curriculums for manufacturing engineering and manufacturing operations growth from 2 to 11 colleges and 12 to 52 courses. • Coordinated Rechargeable Energy Storage System (RESS) learning initiatives across 13 global manufacturing facilities, aligning workforce capabilities with GM's transition to all-electric by 2030. • Created the vision, mission, and 5-year strategic growth plan for General Motors Technical Learning University (TLU), establishing a foundation for global technical education. • Facilitated a \$3M operational and capital budget to deliver skilling, upskilling, and reskilling programs for engineering and trades professionals, ensuring workforce readiness. Instructional Designer and Project Lead, September 2018 – November 2021 Supported learning design and business improvement projects

focused on engineering education and internal training systems. • Directed 5+ indirect cross-functional team members to employ business improvement strategies to advance product engineering learning outcomes through Lean Six Sigma strategies a 3 LSBB learning projects with 65% cost avoidance. • Benchmarked BIC learning organizations for forward thinking strategies that led to the redesign of the GM learning ecosystem. • Leveraged learning leadership experience to develop and fulfill the role as the Dean of General Motors Technical Learning University (TLU). LEA Learning, Southeast, MI January 2016 – January 2018 Owner – Adult Learning Strategy Provided strategic learning support for technical transitions within the automotive manufacturing sector. • Delivered ADAS learning strategy and technical research to support companies adopting emerging automotive technologies. • Designed specialized training curricula for engineers and technicians, ensuring practical application of ADAS innovations based on research findings. DTE Energy, Detroit, MI February 2014 – July 2016 Sr OD Consultant for Leadership and Professional Development Supported organizational development initiatives focused on onboarding, leadership training, and corporate learning programs. Kimberlea Dungy 248-320-2266 Page 2

- Coordinated onboarding initiatives with cross-functional teams to support enterprise-level learning for new leaders and individual contributors. • Developed and launched a comprehensive 90-day onboarding program, streamlining integration and improving new hire experience. • Found opportunities to increase organization effectiveness and provided consultation in change management and performance issues. • Partnered with HR managers to orchestrate cultural development and organizational change initiatives that addressed corporate goals and strategies. Adjunct Teaching Experience Wayne State University, Detroit, MI 2016 - Present Adjunct Professor Courses Taught: Organizational Behavior, Management Capstone, Advanced Organization Management Delivered in-person and online instruction aligned with accreditation standards, supporting learner success across diverse academic backgrounds. • Developed real-world course activities to meet AACSB and departmental curriculum goals. • Collaborated with high school counselors to promote student engagement through participation in technology camps. Post University, Waterbury, CT 2017 – 2021 Adjunct Professor Courses Taught: Introduction to Information Technology (Online Only) Provided online instruction in technical subjects to military learners while supporting students with course navigation and minor technical troubleshooting. Oakland University, Rochester, MI 2016 - 2017 Adjunct Professor Courses Taught: Introduction to Research (Ph.D. Learners), Program Evaluation and Measurement (M.Ed. Learners) South University, Novi, MI 2010 - 2011 Adjunct Professor Course Taught: Introduction to College Studies (In Person) Additional Experience Owner: Michigan's First Home Health Aide Cert. Proprietary School | BANEL Learning Center, Farmington Hills, MI Education Doctor of Philosophy (Ph.D.) | Capella University – Minneapolis, MN Certificate in College Teaching | Capella University – Minneapolis, MN Master of Education (M.Ed.) | Wayne State University – Detroit, MI Bachelor of Arts (B.A.) | Wayne State University – Detroit, MI

References

Amber Patterson - [REDACTED] Sandra Braxton - [REDACTED] Deborah King - [REDACTED]



CITY CLERK'S REPORT TO MAYOR AND COUNCIL

DATE: May 12, 2025
DEPT: City Clerk
RE: Use of Facilities Policy - Signature Gathering

ADMINISTRATIVE SUMMARY

- At the City Council Study Session of April 14, 2025, it was the consensus of council to amend the current Use of Facilities Policy to allow for signature gathering at certain city facilities in designated areas.
- Attached is the revised policy along with facility maps indicating the designated areas for signature gathering.

RECOMMENDATION

- IT IS RESOLVED, that the Farmington Hills City Council hereby approves the amendment to the Use of Facilities Policy to allow for signature gathering at certain city facilities in designated areas.

Respectfully submitted,

Carly Lindahl, City Clerk

City of Farmington Hills

Use of City Facilities Policy

As amended through ~~March 3~~_____, 2025

City of Farmington Hills Use of City Facilities Policy

(As amended through ~~March 3~~ _____, 2025)

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I. Purpose and Objective.

The City of Farmington Hills' facilities include community rooms, parks, parking lots, recreation areas, banquet facilities and other government buildings and facilities. The intent of this Policy is to establish uniform procedures for the use of City facilities, to provide sufficient forums for gathering and expression of speech, to identify the purposes of City facilities, to ensure the efficient uninterrupted administration of the City government and City facilities and their premises, and to ensure the enjoyment of City facilities by all users. To the extent that this Policy regulates First Amendment activity, it is not the intent of this Policy to allow uniformity of expressive conduct at all locations, or within all areas of a specific location. Any attempt to limit the use of a forum is not intended to silence speech or engage in prohibiting expressive conduct based upon its content.

II. Definitions. As used in this Policy, the following terms are intended to have the following specified meanings:

- A. Facility Manager. The Facility Manager shall be the department responsible for processing applications and enforcing this Policy in relation to any City facility, as identified in Section VII of this Policy. The term shall include any specific individual(s), including but not limited to an on-site facility manager, designated by the department as the City's or facility's contact person for matters relating to the facility rental including but not limited to cancellations and special requests identified in this Policy as requiring the Facility Manager's permission.
- B. Limited Public Forum. Any City facility, City-owned property, or portion thereof that is not within the definition of a Traditional Public Forum, but which has been expressly designated in this Policy as a Limited Public Forum for specific purposes identified in this Policy. It is the intent of this Policy that, where a portion of a facility or property is designated as a Limited Public Forum, that designation shall be narrowly-construed as applying only to the identified portion of the facility or property, and is not intended to transform the property as a whole or any other portion of the facility or its premises (e.g. common hallways, lobbies, and sidewalks and parking lots that are not part of the City's general transportation network) into either a limited or Traditional Public Forum.
- C. Non-Public Forum. Any City facility, City-owned property, or portion thereof that is not within the definition of a Traditional Public Forum, and which has not expressly been designated in this Policy as a Limited Public Forum. It is the intent of this Policy that Non-Public Forums are not to be the site of any activity or use by non-City individuals or entities for purposes unrelated to the purpose for which the facility or property exists. To the extent that this Policy and/or City Ordinances regulate First Amendment activity in Non-Public Forums, such regulations are intended as reasonable regulations to promote the efficient and undisturbed use of the forum for its intended purpose.

City of Farmington Hills
Use of City Facilities Policy

- D. User Representative. The person who is identified in a facility's usage application, arranges the reservation of a facility, and/or who is otherwise the primary contact for a User.
 - E. User. Any individual, group, organization or other entity that has arranged for the use of a City facility, whether through reservation, usage agreement, or other means, and regardless of whether the facility is a fee-based or non-fee-based facility.
 - F. Traditional Public Forum. City parks (to the extent that they are open-air and not designated for specific uses such as sports fields and reservation-based picnic shelters), and public streets and public sidewalks that are part of the City's general transportation network are recognized as Traditional Public Forums. These properties are open to a broad range of expressive purposes consistent with applicable state and federal law. To the extent that this Policy and/or City Ordinances regulate activities within Traditional Public Forums, such regulations are intended only to reasonably regulate the time, place, and manner of activities within the forums as permitted under relevant law.
- III. General Application Procedures and Disclosures and Reservation of Rights for all City Facilities. Unless otherwise stated in this Policy, these General Procedures shall apply to all City of Farmington Hills facilities. Where a procedure for a specific facility elsewhere in this Policy conflicts with or expands upon a General Procedure, the facility-specific procedure shall control.
- A. Application Required. No User may use a City facility without requesting and scheduling said facility through the appropriate Facility Manager for the facility as designated in Part VII, at least 24 hours in advance of the date of use, with a signed and completed application form delivered in person, by e-mail, online, or by fax.
 - B. Discretion to Deny Application. The City, at its sole discretion, reserves the right to limit and/or deny requests for meetings, parties, or other events. In reviewing a request, the City shall consider factors including, but not limited to: (a) the applicant's history of compliance with facility use policies; (b) the conformity of the application to this Policy and all other applicable policies, ordinances, laws, and regulations; (c) whether using the facility as proposed would threaten public health, safety, or welfare, based on factors including but not limited to the ability to manage crowds at the facility, expected public interest, need to maintain order due to expected protests at the event; (d) the consistency of the proposed use with the purposes for which the room is designed and intended, such as but not limited to the size, dimensions and existing furniture, fixtures and equipment in the room; (e) the availability of the room or facility; (e) whether the proposed use would conflict with the administration or needs of, or uses by, the City government; and (g) any other factor deemed relevant by the Facility Manager of the facility involved.
 - C. Events of Minors. The City reserves the right to limit and/or deny requests for meetings, parties, or other events of minors. If an application is approved for such

an event, the application must be signed by a responsible party who is over 21 years of age, and one chaperone over 21 years of age must be provided for every 8 minors.

- D. Insurance. The City of Farmington Hills does not provide individual accident and health insurance for use of its facilities. Groups or individuals using facilities may be required to procure and maintain a general liability insurance policy, at its sole cost and expense, for any death or injuries to persons or loss or damage to property that may arise from or in connection with its use of the facility and the activities associated with it, to supply a certificate of such insurance to the City, and to name on such policy the City of Farmington Hills as an additional insured. Minimum acceptable limits of such insurance will be \$1 million each occurrence and \$1 million aggregate. The City of Farmington Hills must receive policy verification including dates of coverage and financial limits for the event at least 30 days prior to the first rental date.
- E. First Aid. No on-site medical treatment is available at City facilities. First aid is the direct responsibility of any User of City facilities.
- F. Gratuities. City facility personnel are not allowed to accept gratuities.
- G. Assignment/Transfer. No usage, usage agreement, permit, or facility reservation shall be assigned or transferred without the City's consent.
- H. Right of Inspection and Control. The City reserves the right to inspect and control all events, private parties, meetings and receptions held on its premise. The User shall be responsible for paying the City the costs of replacement for any and all destroyed, damaged or missing facility property caused by User's guests, independent contractors, User, User's agent or any person on User's behalf. The User is responsible to reimburse the City for all fees and costs incurred by the City should additional City staff be required to control the User's event.
- I. Damage to Facility. Any damages to the building and/or grounds will be charged to the User or User Representative that signed the agreement. The User or User Representative is responsible for checking the room for damages and cleanup in a manner that is acceptable to the City.
- J. Personal Property. The City shall not be responsible and assumes no liability for lost or stolen equipment, personal property, merchandise, money, personal effects, and goods at a City facility. The safekeeping and protection from theft or damage of all equipment, personal property, merchandise, money, personal effects, and goods brought onto the premises of a City facility shall be solely the responsibility of the User of the facility and the owner of the personal money, effects and goods. The City will assume no liability for any equipment, personal property, merchandise, money, personal effects, and goods left in a City facility or for any damages to such items if they are moved, cleaned or stored by City employees in the performance of their duties.

- K. Hold Harmless and Indemnification Agreement. The User Representative and the User they represent shall pay on behalf of, indemnify, and hold harmless the City of Farmington Hills, its elected and appointed officials employees, and volunteers and others working on behalf of the City of Farmington Hills, against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Farmington Hills, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Farmington Hills, by reason of personal injury, including bodily injury or death and/or property damages, including loss of use thereof, which arises out of or is in any way connected or associated with the use of a City of Farmington Hills facility. Where a facility requires a written agreement, a hold harmless and indemnification provision that consists of language substantially similar to that of this paragraph shall be included in the signed agreement.
- L. Cancellation. The City of Farmington Hills reserves the right to accept, reject, or cancel any event, use, usage agreement, or reservation for any reason and in its sole discretion. If a facility is mistakenly scheduled for more than one event, use, or reservation of a City facility at the same time, the Facility Manager or their designated representative shall contact each party involved to identify the mistake and ascertain whether any party will voluntarily agree to reschedule, and if not then the Facility Manager shall, in their discretion, decide which party's event, use, usage agreement, or reservation is cancelled. If an event, use, usage agreement, or reservation must be cancelled due to a scheduling mistake as described above or circumstances beyond the control of the City of Farmington Hills, including but not limited to weather, loss of utilities, civil unrest, or other uncontrollable happenstance, the event will be rescheduled at the earliest convenience of all parties. If a usage fee has been paid in connection with an event use, or reservation must be cancelled due to a scheduling mistake by the City as described above or cancellation by the City for any reason (other than circumstances beyond the City's control) and the event, use, or reservation cannot be rescheduled for any reason, the City shall refund such usage fees to the User, which shall be the full extent of any obligation or liability of the City in connection with such cancellation. The City shall not be obligated, liable or responsible for payment of any amounts or damages for losses due, directly or indirectly, to a cancellation incurred by a User (other than a refund, if applicable), User Representative, any person, guest, vendor or contractor associated with the event, use, reservation, rental, or usage agreement, or any other third party. If a User or User's Representative cancels an event or use, the City will not refund any fees, except as may be otherwise specifically allowed in this Policy. Where a facility requires a written usage agreement, a cancellation provision that consists of language substantially similar to that of this paragraph shall be included in the signed agreement.
- M. Policy Enforcement / Penalties. Failure to comply with this Policy may result in all or any of the following: forfeiture of some or all of the security deposit;

cancellation of the event, meeting or other use; immediate termination of the event, meeting or other use without notice or warning; immediate removal of individuals from the premises by City staff or the Farmington Hills Police Department without notice or warning; payment of the City the costs of replacement for any and all destroyed, damaged or missing City property caused by User's guests, independent contractors, User, User's Representative or any person on User's behalf; rejection of any or all future requests to use the City's facilities; criminal prosecution for any violations of law or ordinance; and any other civil remedies to which the City may be entitled by law or in equity.

- N. City Sponsored Events. The City and City sponsored uses and events are specifically excluded from compliance with this Policy.
 - O. Fees. The Facility Manager, in coordination with the City Manager or City Manager's designee, is authorized to establish usage fees and other fees relating to the use of City facilities for which this Policy contemplates a fee.
 - P. Exceptions to Policy. The City Council may allow exceptions to this Policy to accommodate and enable events of regional, state-wide or national significance to be held at City facilities, such as but not limited to, visits by the President of the United States or Michigan Governor, or candidates for such positions.
- IV. General Regulations for All City Facilities. Unless otherwise stated in this Policy, these General Regulations shall apply to all City facilities. Where a regulation for a specific facility elsewhere in this Policy conflicts with or expands upon a General Regulation, the facility-specific procedure shall control.
- A. Compliance with Laws and Policies. All persons using the City of Farmington Hills' facilities shall observe and comply with the regulations of this Policy, all applicable ordinances, rules, and regulations of the City of Farmington Hills, and all federal and state laws.
 - B. Prohibited Uses. City facilities and equipment shall not be used for: a) activities which are in conflict with City policies, rules or ordinances, state laws, or federal laws; b) activities which are discriminatory in the legal sense; c) illegal gambling; d) the primary purpose of petition signature gathering except as allowed by Section V of this Policy; e) political campaign events or fundraisers except in reserved rooms of the Costick Center, Grant Center, Longacre House, The Hawk, or Ice Arena as provided by Section V of this Policy; or f) religious services or regular worship activities except in reserved rooms of the Costick Center, Grant Center, The Hawk, or Longacre House as provided by Section VI of this Policy.
 - C. Notice/Control of Renter's Invitees. The User Representative is responsible for insuring that all policies, rules and regulations are strictly adhered to by all persons participating in the activity for which they are the User Representative. To the extent that rooms or areas of City facilities are reserved, the User, the User's Representative and the User's invitees shall contain their activities to the area reserved or interior of the reserved room, and shall not use hallways or other common areas of the facility in connection with their event

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- D. Non-Interference with Facility. No User's activities shall interfere with the administration of the City of Farmington Hills, the primary purpose of the facility being used, or the enjoyment of the facility by other users of the facility.
- E. Room Capacities. Room capacities must be adhered to. User and User's invitees may not overflow into the hallways and/or disturb City staff, City business, other activities or events at the facility.
- F. Maintenance and Clean-Up. Routine maintenance will be done by City staff. However, trash pickup and other cleanup duties are to be performed by the User, and it is expected that the User will clear and clean any areas of the facility used by the User or the User's invitees. Furniture, fixtures and equipment may not be moved from room to room or removed from the building without permission. At the conclusion of a User's use, the room must be returned to and left in the condition in which it was found. Any decorations used must be removed and disposed of properly, immediately following the function.
- G. Prohibited Items. No sparkle, glitter, confetti, etc. is permitted. Tape, pins, nails, staples and adhesives are not allowed on the walls, tables, chairs, etc. Except for lighters and cake candles (for birthdays, anniversaries, etc.) or unless otherwise provided in a facility-specific policy, candles or other sources of flame and fire are not allowed in City facilities.
- H. Control of Children. All children in attendance must remain in the reserved room(s). Children are not allowed to roam unsupervised in other areas of a City building, such as hallways, rooms or lounges.
- I. Alcoholic Beverages. With the exception of the Costick Center, Longacre House, the Farmington Hills Golf Club, and The Hawk, no alcoholic beverages are allowed in or at City facilities unless the User has obtained written permission from the City Manager or Facility Manager and obtained proper licensing from the State of Michigan for the service of alcoholic beverages.
- J. Paper Goods. Paper goods are the responsibility of the User and are not provided by the City of Farmington Hills.
- K. Equipment. Equipment provided to or used by the User must be utilized for its intended purpose.
- L. Non-Smoking Policy. City facilities are smoke-free and vape-free facilities; guests may only smoke and vape in designated outside areas where ash containers are provided. Smoking and vaping includes tobacco and non-tobacco products or substances including, but not limited to, cigarettes, cigars, non-cigarette smoking tobacco, smokeless tobacco, herbal or clover cigarettes, e-cigarettes, electronic and herbal hookah, steam stones and smoking gels. Smoking marijuana is not permitted in or at City facilities.
- M. Animals. No animals or pets are allowed in or at City facilities except the following: (a) police dogs; (b) service animals, as defined by Title II and Title III of the

Americans with Disabilities Act, subject to applicable City Code requirements unless excepted from such requirements by law; (c) other animals that have been allowed as part of an approved or City sponsored program or event; (d) dogs in the City's dog park, subject to compliance with all established rules and regulations applicable to the dog park; and (e) dogs in Founders Sports Park and Pioneer Park, provided they are on a leash and maintained in compliance with all applicable ordinances and park rules.

- N. Signs. The display, posting, or placement of any sign, poster, or flag is not allowed within or on the grounds of City facilities, except (1) City-owned signs; and (2) holding a sign, poster, or flag on the grounds of a Traditional Public Forum. Special permission may be granted by the City Manager or Facility Manager for signs relating to User events at the facility for which there is a User Representative. The City reserves the right to request and require the User or User Representative to provide a copy of promotional materials (including social networks) and/or invitations that User creates for the event/meeting.
- O. Food and Beverage Sales. Food and beverage sales within or at a public facility are prohibited, unless authorized to do so by the Facility Manager or this Policy.
- P. Merchandise Sales. The sale of any merchandise or goods within or at a public facility is prohibited, unless authorized by the Facility Manager or this Policy.
- Q. Reservation of City's Rights. The City reserves the right to act in the best interest of the City on matters not specifically covered in these rules.
- V. Political and Fundraising Activities in City-Owned Buildings and on City-Owned Properties.
 - A. General Policy. Except as and where specifically allowed under this Policy, City facilities shall not be used for political activities, events, fundraisers or assemblies. Where specified political activities, events, fundraisers, or assemblies are permitted, they must be open to the public subject to occupancy limits and security concerns.
 - B. Political Campaign Events and Fundraisers. Political campaign events and fundraisers advocating a political candidate, ballot proposal, or other political cause may occur only in the fee-based rooms of the Costick Center, Grant Center, Longacre House, The Hawk, and Ice Arena. In these facilities, the activity must be confined to the reserved room and be carried out consistent with all other applicable provisions of this Policy.
 - C. Campaign Finance Law. No City facility shall be used in a manner that would cause the City to be in violation of the Michigan Campaign Finance Act, Act 388 of 1976, as amended, or any other applicable state or federal law.
 - D. Government Officials in their Official Capacities. This Policy shall not be construed to limit the ability of elected or appointed government officials from using either fee-based or non-fee based facilities in furtherance of performing the public duties associated with their office.

- E. After-Hours Meetings with Government Officials. It is recognized that, from time to time, elected or appointed officials desire opportunities to schedule after-hours meetings with citizens on their personal time that are not required as part of their public duties (e.g. office hours, coffee socials, town hall meetings). For purposes of this Policy, such meetings shall be considered to be in furtherance of the public duties associated with the officials' office, provided that they are open to all, and do not include campaigning or fundraising. City facilities designated in Section VII as Limited Public Forums for specified political activities may be used by elected and appointed officials for such meetings with citizens subject to the Michigan Campaign Finance Act and all other applicable law, and subject to all rules, regulations, and fees in the same manner as any other applicant. No such event shall occur that requires the expenditure of public funds or the provision of in-kind services by the City (e.g. coffee service, refreshments, photocopies, labor costs) that could be construed as making a public expenditure or providing a contribution of volunteer public services in violation of the Michigan Campaign Finance Act. In no case shall such an event be held in such a manner as to constitute a violation of the Michigan Open Meetings Act.
- F. Signature Gathering. No portion of a City facility (including but not limited to meeting rooms, hallways, corridors, and internal sidewalks, parking lots, and drives) ~~other than a Traditional Public Forum~~ shall be used by any person or group having the primary purpose of soliciting signatures for ~~candidate-nominating petitions, ballot proposal~~ petitions, or similar documents, except the following: (1) a Traditional Public Forum; and (2) the sidewalk areas of the Costick Center, City Hall, and The Hawk designated on Attachment A to this Policy. This Policy, however, is not intended to prohibit an invitee of a User of a room from incidentally asking other invitees attending the same event within the same room to sign a petition.
- G. Political Fundraisers. Except for the reserved rooms of the Costick Center, Grant Center, Longacre House, The Hawk, and Ice Arena, City facilities shall not be used for the primary purpose of conducting a political fundraising event for any candidate, ballot question, political party or campaign committee. This Policy, however, is not intended to prohibit invitees of a User from incidentally asking other invitees attending the same event in the same room to support a fundraising effort of an individual attendee or the User of the room (e.g., selling tickets for a future event; circulating a fundraising brochure; selling products such as cookies; or holding a 50/50, door prize or similar raffle solely among attendees of the event), or to engage in activities within the scope of the meeting for which the room was reserved related to the administration of an off-site fundraiser (e.g., collecting monies owed from an off-site fundraiser, distributing fundraiser materials such as brochures or raffle tickets; replenishing supplies for a product-based fundraiser; or distributing goods ordered through a prior fundraiser).
- H. Elections and Election Laws. Various City facilities are used as polling locations for elections and for other election related purposes. During the period of time that a City facility is being used as a polling location, no part of that facility shall be used

for a political activity, of any kind. No person shall use a City facility for any purpose that is not allowed under state election laws, rules, and regulations.

VI. Religious or Faith-Based Uses of City Facilities.

- A. Religious Services / Regular Worship. In recognition of the City's interest in complying with the Establishment Clause of the First Amendment of the U.S. Constitution, no City facility other than rooms at the Costick Activities Center, Jon Grant Community Center, The Hawk, and Longacre House shall be used for the purpose of conducting religious services or made available as a venue for the regularly-scheduled worship activities of any religious organization. Where facilities are allowed to be used for religious services, they shall be made available on a first-come, first-served basis, subject to all applicable usage regulations in the same manner as any other user of the facility.
- B. Faith-Based Groups and Incidental Faith-Based Activities. For City facilities that have not been opened for religious services, the limitation shall be narrowly construed so as not to prohibit the use of a Traditional or Limited Public Forum by an applicant because the applicant is faith-based, offers a religious perspective on matters relevant to subjects for which the forum has been opened, and/or engages in faith-based activity (including but not limited to prayer, singing, and reciting religious texts) that is incidental to a permissible use of the forum and does not amount to conducting a religious service. For purposes of this Policy, weddings or other ceremonies and events that could be carried out in a purely secular manner, but which the room User chooses to have conducted by a minister of any religion shall be considered an event with an incidental faith-based component as opposed to a religious service or worship event.

VII. Facility-Specific Regulations. The following facility-specific regulations are intended to be supplemental and additional to the General Application Procedures and Disclosures and General Regulations for all facilities, except where a facility-specific regulation conflicts with a general procedure or regulation, in which case the facility-specific regulation shall control.

A. No-Fee Rental Facilities.

- 1. Room Numbers 382 and 384 on the Third Floor of The Hawk (the "Third Floor Rooms").
 - a. Forum Designation and Permitted Uses. The Third Floor Rooms are available for use without charge to civic, community, and non-profit organizations, solely for the purpose of providing meeting space for routine meetings only (not including, for example and without limitation, training, workshops, social gatherings, parties, or other events) attended by an organization's membership and members of the public interested in the organization and/or items on the meeting agenda, subject to the requirements and restrictions in this Subsection VII.A.1. When used under this subsection, the Third Floor Rooms are Limited Public Forums.

- b. Facility Manager. Applications shall be made to the City's Special Services Department.
- c. Priority. Priority for use of the Third Floor Rooms shall be given to the City government (including its officers, administrators, and employees acting in their official capacities), public bodies that use the Council Chambers for their meetings, and meetings of organizations or pertaining to events that are City-sponsored. All other users shall be considered non-priority users. No proposed use of a Third Floor Room by non-priority users shall be scheduled so as to conflict with these priority uses. If a public body requires use of a Third Floor Room for a meeting or other purpose not anticipated at the time that the use of the Third Floor Room was approved for an non-priority user (e.g. for a special meeting of a public body), the City reserves the right to cancel the non-priority user's reservation of the Third Floor Room and may relocate the non-priority user's event to an alternate room at a City facility if available. In this circumstance, if the only available suitable alternate location is a fee-based facility, the usage fee shall be waived administratively.
- d. Open to Public. All meetings occurring within the Third Floor Rooms shall be open to the public.
- e. Political Uses. Political party organizations and similar political or Policy-oriented organizations may reserve the Third Floor Rooms solely for meetings in the same manner as any other civic or community organization referenced in a. above, subject to Section V and all other applicable rules and regulations of this Policy.

2. Fire Department Headquarters (Station #5) Community Rooms.

- a. Forum Designation and Permitted Uses. Fire Department Headquarters meeting rooms are open as Limited Public Forums to civic, community, and nonprofit organizations, solely for the purpose of providing meeting space for routine meetings attended by an organization's membership and members of the public interested in the organization and/or items on the meeting agenda, subject to the requirements and restrictions in this Subsection VII.1.
- b. Facility Manager. Applications shall be made to Fire Department Headquarters (Station #5).
- c. Priority. Priority for use of the Fire Department Headquarters meeting rooms shall be given to the City government, public bodies that use the Council Chambers for their meetings, and meetings of organizations or pertaining to events that are City-sponsored. All other users shall be considered non-priority users.

- d. Availability. Fire Department Headquarters meeting rooms shall not be reserved so as to conflict with priority uses by the Fire Department, other City government departments, public bodies, and City-sponsored uses.
 - e. Open to Public. All meetings occurring within Fire Department Headquarters shall be open to the public.
 - f. Political Uses. Political party organizations and similar political or policy-oriented organizations may reserve Fire Department Headquarters meeting rooms solely for meetings in the same manner as any other civic or community organization, subject to Section V and all other applicable rules and regulations of this Policy.
 - g. Prohibited Uses. Fire Department meeting rooms are not to be used for private parties or events (e.g. birthday parties, showers, etc.), meetings or events of for-profit business entities, fundraisers of any kind, campaign events, religious worship or services as defined in Section VI of this Policy, or any other purpose not expressly authorized by this Policy.
 - h. Food and Beverage. No food or beverages may be served in the Fire Department meeting rooms without the authorization of the Facility Manager.
3. Spicer House. Spicer House is a historic home within Heritage Park, which serves as the park's visitor center and houses several rooms used for classes, meetings, gatherings, and displays. The Spicer House premises was acquired by the City in 1985 with funds obtained through a grant awarded to the City under the Michigan Recreation Land Trust Fund Act, 1976 PA 204, 1984 PA 429, and 1972 PA 227, as amended, which requires that the premises be maintained for recreational purposes in perpetuity. In addition, the Spicer House was designated by City Council in 1988 as a Historic District (Council Resolution R-51-88), as recorded in Liber 11290 Page 330 of the records of the Oakland County Register of Deeds, and its use restricted to purposes identified by the Parks and Recreation Commission, Historic District Commission, and City Council as consistent with its recreational purpose and historic designation.
- a. Forum Designation and Permitted Uses. Consistent with R-51-88, the Farmington Hills Historic District Commission Spicer House Use Feasibility Review dated March 3, 1988 reviewed by Parks and Recreation Commission and City Council, and the Spicer House's recreational and historic purposes, Spicer House is open as a Limited Public Forum for the following uses, subject to the requirements and restrictions in this Subsection VII.4: recreational classes sponsored by government or non-government organizations, complementing the activities of the City of

Farmington Hills (including but not limited to nature study, astronomy, day camping, safety clinics, cross-country skiing, fishing instruction); meetings of the Beautification Commission, Historical Commission, Historic District Commission, Park and Recreation Commission, Arts Commission, and Commission on Aging; Civic Awards/Presentations and functions (including but not limited to Officer of the month, outstanding citizen, Mayor's Exchange Day, City press announcements); interpretive exhibits (including but not limited to history of the Spicer Property, City history, early settlement history, land/water natural history interpretations, museum-type articles, pictures, and artifacts); service club meetings; scouting activities, 4-H activities, youth athletic groups, civic club activities, and as a part of community activities (including but not limited to Halloween walks, hayrides, landscape painting and drawing programs, bird and plant identification, woodworking, nature and day camps, and fall festival).

- b. Facility Manager. Applications shall be made to the Special Services Department
- c. Open to Public. Meetings and events occurring at the Spicer House shall be open to the public and shall not interfere with the public's enjoyment of the Spicer House and premises as a recreational and historic venue.
- d. Prohibited Uses. Consistent with its recreational and historic purposes, the Spicer House is not to be used for private parties or events (e.g. birthday parties, showers, etc.), meetings or events of for-profit business entities, meetings or events for political party organizations or other organizations whose mission is not consistent with the recreational/historic, civic, or service-oriented purposes identified in subsection (a), fundraisers of any kind, campaign events, religious worship or services as defined in Section V of this Policy, or any other purpose not expressly authorized by this Policy.
- e. Food and Beverage. No food or beverages may be served in the Spicer House without the authorization of the Facility Manager.

B. Fee-Based Rental Facilities.

- 1. Costick Activities Center. The Costick Center is a multi-purpose facility that houses the Department of Special Services' administrative offices, indoor and outdoor recreational facilities, designated space for the Farmington Hills Senior Adult program, a teen center, and meeting and banquet rooms.
 - a. Forum Designation and Permitted Activities.
 - i. The Costick Center, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the

forum or the purpose for which a room has been reserved, shall take place in the facility.

- ii. The Costick Center's rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.
- b. Facility Manager. Applications shall be made to the Department of Special Services.
- c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Costick Center, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
- d. Religious Uses. Rooms at the Costick Center may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs.
- e. Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.
- f. Food and Beverage. All Users with 50 guests or more that require food service are required to use the City's contracted food vendor. Users with 49 or less guests may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.
- g. Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 30 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.
- h. Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in

advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

2. Jon Grant Community Center. The Grant Community center was constructed in conjunction with Fire Station #3. It offers classes, programs, and rental opportunities to residents of Farmington Hills as well as surrounding communities.
 - a. Forum Designation and Permitted Uses.
 - i. The Grant Center, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the forum or the purpose for which a room has been reserved, shall take place in the forum.
 - ii. The Grant Center's rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.
 - b. Facility Manager. Applications shall be made to the Department of Special Services.
 - c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Grant Center, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
 - d. Religious Uses. Grant Center rooms may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs.
 - e. Food and Beverage. All Users with 50 guests or more that require food service are required to use the City's contracted food vendor. Users with 49 or less guests may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.
 - f. Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.

- g. Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 10 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for the payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally or by invoice.
 - h. Cancellation and Refund. Users who cancel shall forfeit 50% of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, Users shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.
- 3. Longacre House. The Longacre House is a historic home available for special events. Special Services classes are also held at the house.
 - a. Forum Designation and Permitted Uses. The Longacre House shall be regulated as a Limited Public Forum for the purpose of providing space for private events such as weddings, theme parties, receptions, business meetings, banquets, social gatherings, and classes.
 - b. Facility Manager. Applications are to be made to the Department of Special Services.
 - c. Usage Minimum. A five-hour usage minimum is required for Friday and Saturday events unless waived by the Facility Manager or his designee.
 - d. Fees. Usage fees are based on the time a group/party is in the room, including set-up and clean-up, except for 90-minute setup time that is included with all usage agreements.
 - e. Food and Beverage. All Users that require food and/or alcohol for their events must utilize the Longacre House contracted caterer. No exceptions will be made without Facility Manager approval.
 - f. Payment Terms.

- i. A security deposit is required for all parties over 25 people. An additional deposit may be required or the amount or type may be changed at the discretion of management.
 - ii. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 10 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. The User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.
 - g. Cancellation and Refund. Users who cancel shall forfeit 50% of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.
4. Farmington Hills Ice Arena. The first floor of Farmington Hills Ice Arena consists of the ice surface and related facilities. The second floor, known as the "Ice Arena Club" contains space available for reservation that includes a soda shop-style seating area, a dance floor area, and a meeting room.
- a. Forum Designation and Permitted Uses.
 - i. The Ice Arena, as a whole, shall be regulated as a Non-Public Forum. No activities unrelated to the purpose of the forum or the purpose for which a room or other portion of the facility has been reserved, shall take place in the forum.
 - ii. The first floor of the Ice Area is intended to be regulated as a Non-Public Forum, within which the ice surface and accessory facilities (e.g. locker rooms) is available for rental only for Ice Area-related purposes (e.g. hockey and other ice-based events, practices, etc.) on a fee-based, first-come first-served basis, subject to the following regulations.

- iii. The Ice Arena Club's second-floor rooms available for reservation shall be regulated as Limited Public Forums for the purpose of providing space for meetings, lectures, seminars, banquets, political events, religious activities, and similar gatherings or events to the public, civic and community groups, charitable organizations, and the business community.
- b. Facility Manager. Applications shall be made to the Department of Special Services.
- c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at reserved rooms of the second-floor Ice Arena Club, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.
- d. Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.
- e. Ice Surface Rental Rules and Regulations. Users of the ice surface are subject to the following facility-specific rules and regulations:
 - i. Each hour is equivalent to 50 minutes of ice time. The remaining ten (10) minutes of the hour is reserved for resurfacing.
 - ii. All ice usage fees are to be paid in full at least one half hour in advance of the use of the ice facility, and are non-refundable. In the event that the advance payment is not maintained, the contract will be considered cancelled by the User.
 - iii. Nobody is allowed on the ice during resurfacing except two people to move goal nets. Zamboni drivers are instructed to cease resurfacing immediately if anybody places an object on the ice or if people are skating before the two Zamboni doors are closed. Once the Zamboni leaves the ice because of a violation of this rule, resurfacing will not re-commence during the time reserved by the User.
 - iv. All hockey players are required to wear full protective equipment and helmets when on the ice.

- v. No physical or verbal abuse of arena employees will be tolerated.
 - vi. Users will not be permitted use of the locker rooms until one-half hour prior to ice time. An adult representative of a group must be present in the locker rooms at all times in which it is in use.
 - vii. A User may receive key(s) to a locker room from the office in exchange for a car key. Said person is responsible for securing the room when the group is on the ice and after all persons have vacated the room. Locker room keys shall be returned to the office for return of the car key. There is a fee for lost and/or damaged key(s) established by the Facility Manager in the Facility Manager's discretion.
 - viii. No food and drinks are permitted in the locker rooms, on the ice, or on the players' and penalty benches, including the scorer's box, with the exception of non-alcoholic beverages in non-breakable containers.
 - ix. Warm-up shots may not be directed to the side dasher boards by hockey players.
 - x. Users are responsible for the conduct of the persons using the arena facilities during the ice time for which they have contacted. Ice Users will be held responsible for any vandalism, breakage, and cleanliness of locker room and all other arena property. It is strongly recommended that the User Representative be the last person to leave the locker room each time it is totally vacated.
 - xi. At the conclusion of the time for which the ice has been reserved, all persons are to leave the ice promptly so that resurfacing may begin immediately. Ice Users will be charged for whatever time is used beyond that for which they have contracted at rates established by the Facility Manager in the Facility Manager's discretion.
 - xii. Only food and beverage items purchased within and from the arena are allowed.
5. The Hawk. The Hawk is a multi-purpose facility that houses City administrative offices, a community center (with indoor and outdoor recreational facilities, activities, programing, and other services for and on behalf of the community), and other uses that have been or may be programmed or determined by the City from time to time. The Hawk also offers space for "private events" (not open to the public) such as, but not limited to, birthday parties, wedding or baby showers, theme parties,

receptions, reunions, business meetings, banquets, conferences, and other private events and social gatherings.

a. Forum Designation and Permitted Activities.

- i. The Hawk, as a whole, shall be regulated as a Non-Public Forum, except as provided under subsection ii below and under Section VII.A.1 of this Policy. No activities unrelated to the purpose of the forum or the purpose for which a room or area is designated or has been reserved, shall take place in or at The Hawk facility.
- ii. The Hawk's useable space available for private events, as described above, and uses under d. or e. below shall be regulated as Limited Public Forums.

b. Facility Manager. Applications shall be made to the Department of Special Services.

c. Political Uses. Political activities, including campaign events, fundraisers, and partisan events, are allowed at the Hawk, provided that the applicant pays all fees and charges for use of the facility, subject to Section V and all other applicable rules and regulations of this Policy.

d. Religious Uses. Rooms in the Hawk may be reserved for the purpose of conducting worship services on a first-come, first-served basis, subject to all applicable rules and regulations of this Policy, including Section VI, payment of the usage fee, and the availability of a room suited to the applicant's needs

e. Fees. Usage fees are based on the entire time a group/party is in the room, including set-up and clean-up.

f. Food and Beverage. All Users shall utilize the Hawk's in-house caterer and bartender for food and beverage service. In the event the Hawk's in-house caterer is unavailable, the User may bring in food from a vendor, but the vendor must be properly licensed by Oakland County.

g. Payment Terms. The User shall pay an initial payment of 50% of the total fees and charges at the time of applying, and the remaining 50% at least 30 days before the beginning of the event. The User shall pay any additional charges for technical services upon presentation of a bill by the City. The City reserves the right to charge a deposit in anticipation of additional charges that may be incurred. User shall be responsible and liable for payment of any music clearances or royalty fees and shall hold the City harmless and indemnify the City for same. No exceptions will be permitted

unless satisfactory credit arrangements are made in advance. Deposits and payments are subject to charges of 1% per month if not paid within 30 days of notice of amount owed whether in writing, verbally, or by invoice.

- h. Cancellation and Refund. Users who cancel shall forfeit 50% percent of initial payment if cancellation is made up to 30 days in advance of the scheduled event. Users who cancel within 30 days of the first contracted usage date will automatically forfeit all payments they have paid to the City. In addition, User shall be responsible for any out of pocket expenses incurred by the City. Rescheduling of events and additional deposit requirements are entirely at the discretion of the Facility Manager.

C. Parks.

- 1. Forum Designation and Permitted Uses. City Parks are open as a Traditional Public Forum (to the extent that they are open-air and not designated for specific uses such as sports facilities/fields and reservation-based picnic shelters), subject to the Rules and Regulations established in Chapter 19 of the Farmington Hills Code of Ordinances, all other applicable ordinances, statutes, and regulations, including but not limited to those pertaining to disturbing the peace, noise, and nuisance, and to the requirements and restrictions set forth in this Subsection VII.C.
- 2. Facility Manager. Applications for reservation-based park facilities are to be made to the Department of Special Services.
- 3. Scope of Use. Users of City Parks shall conduct their activities so as to not disrupt the operations of portions of parks designated for specific purposes, including but not limited to: baseball, soccer, and other athletic fields; skate park; archery range; nature center; and golf course.
- 4. Fee-Based Reservation Park Facilities. The following park facilities are available on a first-come first-served fee-based basis, subject to the terms of this Policy and the following rules and regulations:
 - a. Heritage Park Shelter-Specific Rules and Regulations:
 - i. Shelters are reserved in one-hour intervals. Shelters shall not be reserved or used earlier than 9am or later than sunset.
 - ii. Reservations are for the shelter and/or fire pit only. Park equipment, volleyball courts, and other park facilities are not available for use, and are open to the general public on a first-come-first-served basis.

- iii. Outside equipment such as inflatables, mechanical rides, amplified sound systems, etc., are not permitted.
 - iv. Portable propane grills are prohibited. Users may use the City-provided charcoal grills on-site, but Users are responsible for providing their own charcoal.
 - v. If the reservation includes electricity, it includes 2 circuits, 15 amps each. The User must provide heavy-duty extension cords.
 - vi. On-site water faucet is not drinkable water and is for park staff use only.
 - vii. Receipt must be retained during reservation by the User and presented to park personnel upon request. Trash pickup and other cleanup duties are to be performed by the User. Therefore, the shelter must be left in the condition in which it was found. The site will be inspected by park personnel at the end of the rental period.
 - viii. The Splash Pad is a Memorial Day through Labor Day operation. Its operating hours are 10am to 8pm, weather dependent.
 - ix. Users are required to obtain permission from the Facility Manager or the Facility Manager's designee to have catering, but the caterer must be properly licensed by Oakland County.
 - x. Balloons are not permitted, as they pose a choking hazard to wildlife and clog the Splash Pad drain.
 - xi. A full refund (less administrative fee) will be issued if the reservation is canceled more than 30 days from the reservation date. A 50% refund will be issued if the reservation is canceled 30 days or less from the reservation date. Refunds will only be issued in the event of severe weather as determined in the discretion of the Facility Manager.
- b. Stables Art Studio, Caretakers Farmhouse, Day Camp/Nature Center/Riley Archery Range and Skate Park:
- i. These facilities shall not be reserved or used earlier than 9am or later than sunset.
 - ii. Reservations are only for the specific facility that has been applied for. Equipment, volleyball courts, playground areas,

and other areas in the park are not available for use (except as provided in this Policy) and are open to the general public on a first-come-first-served basis.

- iii. Outside equipment such as inflatables, mechanical rides, amplified sound systems, etc., are not permitted.
 - iv. Receipt must be retained during reservation by the User and presented to park personnel upon request.
 - v. Trash pickup and other cleanup duties are to be performed by the User. Therefore, the facility must be left in the condition in which it was found. The site will be inspected by park personnel at the end of the use. Users are required to obtain permission from the Facility Manager or the Facility Manager's designee to have catering, but the caterer must be properly licensed by Oakland County.
 - vi. Balloons are not permitted outside.
 - vii. A full refund (less administrative fee) will be issued if a reservation is canceled more than 30 days from the reservation date. A 50% refund will be issued if a reservation is canceled 30 days or less from reservation date. Refunds will only be issued in the event of severe weather as determined in the discretion of the Facility Manager.
- c. Fields (Games and Practices). The following requirements and regulations shall apply to reservations of park fields for games and practices:
- i. All field users are required to submit a Field Guideline Application prior to reserving a field.
 - ii. Field hours are from 8:00 a.m. to sunset.
 - iii. Prospective field Users are classified into two groups: Group I (non-profit organizations including YMCA, Civic Organizations, and homeowner associations; and private groups or teams consisting of at least 60% Farmington Hills residents); and Group II (for-profit organizations, non-community groups, and non-residents).
 - iv. Group I non-profit organizations must supply their tax exempt number.
 - v. Groups I and II may be offered block scheduling (i.e. reserving fields for the entire season as opposed to a weekly

basis) by completing a Field Use Reservation Form and submitting for review to the Facility Manager.

- vi. Group I block scheduling occurs May 15th for Spring/Summer and July 15th for Fall.
 - vii. Group I and II can reserve fields by May 15th.
 - viii. All reservations that require dragging and lining of fields must be made 3 days prior to field use.
 - ix. Field use is permitted May 15th through October 15th, weather permitting.
 - x. During the period of the reservation and field use, the individual or organization shall procure and maintain a General Liability insurance policy in accordance with this Policy.
 - xi. Inclement weather may result in the cancellation of field use.
 - xii. Field Use Permits will be issued upon approval of a requested reservation for the use of any athletic facility.
 - xiii. The Field Use Permit must be carried with the permit holder at all times during the event.
 - xiv. The Field Use Permit only assures use of the field permitted and not exclusive use of the park or other fields.
 - xv. Permit holders are responsible for those attending the outing. Permit holders and their participants and those attending their outing shall abide by all City and park ordinances and rules.
 - xvi. No refunds will be given after fields have been reserved.
- d. Fields (Tournaments). The following requirements and regulations shall apply to reservations of park fields for tournaments:
- i. During the period of the reservation and field use, the User shall procure and maintain a General Liability insurance policy in accordance with this Policy.
 - ii. The User will not charge a parking fee, however it may charge an entrance fee.
 - iii. Outside concessions and vendors are not permitted unless the User has obtained approval from the Facility Manager or

the Facility Manager's designee. Any food vendor approved by the Facility Manager or the Facility Manager's designee must be properly licensed by Oakland County.

- iv. The User shall provide tournament game schedule and field set up information a minimum of one week prior to the event to the Department of Special Services.
- v. The amounts of a non-refundable deposit and all fees and charges for field reservations shall be established by the Facility Manager. The deposit is due at the time of reservation. Full payment of all fees for the reserved fields must be made a minimum of 10 working days after the event, check payable to Farmington Hills Recreation and sent to: Costick Center, Attn: Field Reservations, 28600 Eleven Mile Road, Farmington Hills, MI 48336.
- vi. Baseball tournament teams are not permitted to use soccer fields.
- vii. User and its participants and guests shall abide by all City and park ordinances and rules.
- viii. The User shall provide the name and daytime phone number of the event's on-site contact person.
- ix. Users may rake a baseball field but shall not use any mechanical devices or vehicles for said purpose.
- x. Inclement weather may result in the cancellation of field use.

D. Facilities Not Available for Use by Outside Groups/Individuals. The following City facilities and properties, or portions thereof, are Non-Public Forums. No space within these facilities is available for fee-based or non-fee-based use, and no portion of these facilities nor any portion of their premises that is not entitled to regulation as a Traditional Public Forum is intended to be opened as forums for activities unrelated or disruptive to the purpose of the facility.

- 1. Fire Stations 1, 2, and 4
- 2. Fire Station 3 (to the extent that it is separated from the Jon Grant Community Center).
- 3. Police Department Building
- 4. 47th District Court
- 5. Department of Public Works Facility (including outbuildings)

6. Farmington Hills Golf Club, except for golf outing fundraisers.
 - a. Note: The restaurant within the Farmington Hills Golf Club is operated by a private entity pursuant to a concession agreement with the City. Any decisions made by that entity pursuant to its independent operating procedures and in compliance with applicable public accommodations law in furtherance of its business purpose shall not be construed as manifesting an intent of the City to confer public forum status on any portion of the Farmington Hills Golf Club property.
7. Park and Golf Maintenance Facility.
8. Interior areas of the Amphitheater at Heritage Park depicted on ~~the attached map~~[Attachment B to this Policy](#).
9. City Hall, except City Hall meeting rooms, Council Chambers, and the hallway outside Chambers are Limited Public Forums during public meetings held by City Council and other City government public bodies subject to rules established by City Council or such other public bodies applicable to those areas.
10. Any other facility not identified in this Policy as a Traditional Public Forum or Limited Public Forum.

VIII. Repealer, Conflicts, and Severability.

- A. Prior Facility Use Policies Repealed. This Policy amends, restates and supersedes any and all prior facility use and political activities policies adopted by the City Council. Any prior facility use and political activities policies are hereby repealed.
- B. Conflicts. If any provision of this Policy is inconsistent or conflicts with the City Code of the City of Farmington Hills, or any other binding state or federal statutes, regulations, or law, this Policy shall be superseded to the extent that it conflicts with those statutes, laws, ordinances, regulations, or other laws.
- C. Severability. In the event that any of the terms or provisions of this Policy are held to be partially or wholly invalid or unenforceable for any reason whatsoever, such holding shall not affect, alter, modify, or impair any of the other terms, provisions or covenants of this Policy or the remaining portions of any terms, provisions or covenants held to be partially invalid or unenforceable.

Costick Activities Center



The Hawk-Main Entrance View



The Hawk-Rear Entrance View



Farmington Hills City Hall



Heritage Park Amphitheater (Interior)





To: Mayor and City Council Members

From: Thomas C. Skrobola, Finance Director/Treasurer

Date: May 6, 2025

Subject: **FY 2024/25 Third Quarter Financial Summary Report**

Enclosed you will find the March 31, 2025 Third Quarter Summary Financial Report of the General Fund, Major Road Fund, Local Road Fund, and Capital Improvement Fund.

General Fund

Revenue/Transfers-in:

Total annual revenue and transfers-in are projected to be \$79.9 million, which is \$1.3 million more than the current Amended FY 2024-25 Adopted Budget, due primarily to an estimated \$1.4 million of higher-than-budgeted Interest Earnings revenue; this is the result of continued high Federal Funds Interest Rates, which heavily influence the rates of return for investments that the City of Farmington Hills (and other local governments in Michigan) employs under Michigan Public Act 20 of 1943.

Expenditures/Transfers-out:

Total annual expenditures and transfers-out are projected to be \$83.4 million, which is \$1.0 million lower than the current Amended FY 2024-25 Budget, due primarily to lower-than-budgeted expenses for Paid on Call Firefighters of \$550 thousand, and smaller projected savings in other areas.

Fund Balance:

Total Fund Balance is projected to be approximately \$58.1 million at June 30, 2025.

Major Road Fund

Revenue/Transfers-in:

Total annual revenue and transfers-in are projected to be \$15.4 million, which is \$1.1 million more than the current Amended FY 2024-25 Adopted Budget, due to an estimated \$0.7 million of higher-than-budgeted statewide Gas & Weight Tax collection revenue.

Expenditures/Transfers-out:

Total annual expenditures and transfers-out are projected to be \$19.1 million, which is \$2.3 million more than the current Amended FY 2024-25 Budget, due primarily to the latest anticipated timing of construction project costs to be expended as of June 30th, 2025.

Fund Balance:

The projected Fund Balance of \$11.9 million is 62.4% of projected Total Expenditures as of June 30, 2025.

Local Road Fund

Revenue/Transfers-in:

Total annual revenue and transfers-in are projected to be \$18.9 million, which is the same amount as the current Amended FY 2024-25 Adopted Budget.

Expenditures/Transfers-out:

Total annual expenditures and transfers-out is projected to be \$22.8 which is \$3.7 million more than the current Amended FY 2024-25 Budget, due primarily to the latest anticipated timing of construction project costs to be expended as of June 30th, 2025.

Fund Balance:

The projected Fund Balance of \$3.8 million is 16.6% of projected Total Expenditures as of June 30, 2025.

Capital Improvement Fund

Revenue/Transfers-in:

Total annual revenue and transfers-in are projected to be \$13.9 million, which is the same amount projected in the FY 2024-25 Adopted Budget.

Expenditures/Transfers-out:

Total annual expenditures and transfers-out is projected to be \$23.0 million, which is \$0.9 million less than the current Amended FY 2024-25 Budget, due primarily to the release of \$0.6 million of excess funding for completed capital projects.

Fund Balance:

The Projected Fund Balance of \$1.5 million is 6.4% of projected Total Expenditures as of June 30, 2025.

Please contact me if you have any questions.

FY 2024-25 3rd Quarter Financial Report

GENERAL FUND SUMMARY

	2024/25 Amended Budget	2024/25 Year-To-Date (includes encumbrances)	2024/25 Year-end Projection	Projection Over (Under) Budget	Percentage Change
<u>Fund Balance, July 1</u>					
Unassigned	61,584,167	61,584,167	61,584,167		
Nonspendable + Restricted + Assigned	0	0	0		
Total Fund Balance (actual)	61,584,167	61,584,167	61,584,167		
<u>Revenue</u>					
Property Taxes	40,612,945	39,804,303	40,612,945	-	0.00%
Business Licenses & Permits	25,573	17,641	25,352	(221)	-0.86%
Other Licenses & Permits	1,856,094	1,260,002	1,742,817	(113,277)	-6.10%
Grants	439,366	440,868	492,534	53,168	12.10%
State Shared Revenues	10,644,878	5,332,766	10,572,243	(72,635)	-0.68%
Fees	7,617,882	4,947,617	7,973,778	355,896	4.67%
Sales	491,886	469,778	630,135	138,249	28.11%
Fines & Forfeitures	1,626,525	1,516,777	2,000,725	374,200	23.01%
Interest Earnings	1,304,264	1,450,570	2,769,040	1,464,776	112.31%
Recreation User Charges	10,412,673	6,691,853	9,441,516	(971,157)	-9.33%
Other Revenue	2,216,163	1,931,954	2,341,932	125,769	5.68%
Total Revenue	77,248,249	63,864,129	78,603,018	1,354,769	1.75%
<u>Expenditures</u>					
City Council	166,177	115,905	163,207	(2,970)	-1.79%
Planning Commission	52,653	97,947	65,000	12,347	23.45%
Boards and Commissions	3,351,420	2,578,988	3,403,243	51,823	1.55%
City Administration	653,119	502,813	743,874	90,755	13.90%
DEI & Employee Development	187,996	106,443	194,171	6,175	3.28%
Economic Development	303,839	232,616	303,509	(330)	-0.11%
Public Information	1,128,543	635,266	1,016,408	(112,135)	-9.94%
Finance	298,011	274,418	308,221	10,210	3.43%
Accounting	703,026	510,528	732,447	29,421	4.18%
Assessing	970,227	655,332	931,380	(38,847)	-4.00%
Treasury	448,915	267,525	442,416	(6,499)	-1.45%
Corporation Counsel	798,400	490,493	798,400	-	0.00%
City Clerk	1,095,423	762,004	1,095,624	201	0.02%
Human Resources	921,347	524,729	875,983	(45,364)	-4.92%
Central Services	1,578,988	939,729	1,542,508	(36,480)	-2.31%
Support Services	3,534,122	2,689,570	3,459,158	(74,964)	-2.12%
Post-Employment Benefits	3,673,209	2,754,907	3,633,209	(40,000)	-1.09%
Police Department	20,381,317	17,092,708	20,309,086	(72,231)	-0.35%
Fire Department	8,528,058	6,277,990	7,946,817	(581,241)	-6.82%
Public Services Administration	660,680	439,531	661,517	837	0.13%
Road Maintenance (Net)	353,432	594,210	334,616	(18,816)	-5.32%
Planning & Community Development	2,193,894	1,406,792	2,161,513	(32,381)	-1.48%
Building Maintenance	526,234	363,693	533,663	7,429	1.41%
Engineering	1,720,796	1,154,074	1,663,451	(57,345)	-3.33%
DPW Maintenance Facility	1,485,734	1,018,723	1,428,768	(56,966)	-3.83%
Waste Removal	4,291,140	2,855,875	4,320,986	29,846	0.70%
Special Services Administration	4,581,677	3,915,588	4,979,827	398,150	8.69%
Senior Services	1,171,149	1,147,035	1,078,823	(92,326)	-7.88%
Parks Maintenance	2,049,397	1,486,895	1,988,227	(61,170)	-2.98%
Cultural Arts	1,734,887	1,056,103	1,638,846	(96,041)	-5.54%
Golf Course	1,055,437	558,318	1,047,046	(8,391)	-0.80%
Recreation Programs	3,206,130	2,302,039	3,052,778	(153,352)	-4.78%
Ice Arena	1,268,729	746,698	1,227,210	(41,519)	-3.27%
Total Expenditures	75,074,106	56,555,485	74,081,933	(992,173)	-1.32%
Excess of Revenue Over (Under) Expenditures	2,174,143	7,308,644	4,521,085	2,346,942	107.95%
<u>Other Financing Sources (Uses)</u>					
Operating Transfers In	1,316,850	658,426	1,316,850	-	0.00%
Operating Transfers Out	(9,273,787)	(4,636,894)	(9,273,787)	-	0.00%
Total Other Financing Sources (Uses)	(7,956,937)	(3,978,468)	(7,956,937)	-	0.00%
Excess of Revenue and Other Financing	(5,782,794)	3,330,176	(3,435,852)	2,346,942	-40.58%
<u>Fund Balance, June 30</u>					
Unassigned	0		0		
Nonspendable + Restricted + Assigned	55,801,373		58,148,316		
Total Fund Balance, June 30	55,801,373		58,148,316	2,346,942	
Total Fund Balance - Percent of Expenditures	66.2%		69.8%		
Unassigned Fund Balance - Percent of Expendit	66.2%		69.8%		
25% of Expenditures	21,086,973		20,838,930		
Unassigned Fund Balance Over/(Under) 25% of	34,714,400		37,309,386		
Revenue + Transfers-in	78,565,099		79,919,868	1,354,769	1.72%
Expenditures + Transfers-out	84,347,893		83,355,720	(992,173)	-1.18%

FY 2024-25 3rd Quarter Financial Report

MAJOR ROADS FUND SUMMARY

	2024/25 Amended Budget	2024/25 Year-To-Date (includes encumbrances)	2024/25 Year-end Projection	Projection Over (Under) Budget	Percentage Change
<u>Fund Balance, July 1</u>					
Nonspendable + Restricted + Assigned Unassigned	15,587,450	15,587,450	15,587,450		
Total Fund Balance (actual)	15,587,450	15,587,450	15,587,450		
<u>Revenue</u>					
Intergovernmental Revenues					
Gas & Weight Tax (Act 51)	8,194,167	5,284,312	8,915,900	721,733	8.81%
Federal/State Grants	0	412,135	412,135	412,135	0.00%
Total Intergovernmental Revenues	8,194,167	5,696,447	9,328,035	1,133,868	13.84%
Other Revenues					
Miscellaneous	0	98,201	250	250	0.00%
Interest Earnings	266,667	256,965	266,667	(0)	0.00%
Total Other Revenues	266,667	355,166	266,917	250	0.09%
Total Revenue	8,460,834	6,051,613	9,594,952	1,134,118	13.40%
<u>Expenditures</u>					
Construction	9,772,225	7,549,328	12,256,000	2,483,775	25.42%
Routine Maintenance	3,262,243	1,899,027	3,164,500	(97,743)	-3.00%
Traffic Services - Maintenance	708,785	582,998	690,500	(18,285)	-2.58%
Winter Maintenance	942,524	890,460	900,000	(42,524)	-4.51%
Administration, Records & Engineering	90,500	37,277	65,500	(25,000)	-27.62%
Total Expenditures	14,776,277	10,959,090	17,076,500	2,300,223	15.57%
Excess of Revenue Over (Under) Expenditures	(6,315,443)	(4,907,477)	(7,481,548)	(1,166,105)	18.46%
<u>Other Financing Sources (Uses)</u>					
Operating Transfers In	5,800,000	2,913,379	5,800,000	-	0.00%
Operating Transfers Out	(2,000,000)	(1,000,000)	(2,000,000)	0	0.00%
Total Other Financing Sources (Uses)	3,800,000	1,913,379	3,800,000	-	0.00%
Excess of Revenue and Other Financing	(2,515,443)	(2,994,099)	(3,681,548)	(1,166,105)	46.36%
<u>Fund Balance, June 30</u>					
Nonspendable + Restricted + Assigned	13,072,007		11,905,901		
Total Fund Balance, June 30	13,072,007		11,905,901		
Total Fund Balance - Percent of Expenditures	77.9%		62.4%		
Revenue + Transfers-in	14,260,834		15,394,952	1,134,118	7.95%
Expenditures + Transfers-out	16,776,277		19,076,500	2,300,223	13.71%

FY 2024-25 3rd Quarter Financial Report

LOCAL ROADS FUND SUMMARY

	2024/25 Amended Budget	2024/25 Year-To-Date (includes encumbrances)	2024/25 Year-end Projection	Projection Over (Under) Budget	Percentage Change
<u>Fund Balance, July 1</u>					
Nonspendable + Restricted + Assigned Unassigned	7,655,442	7,655,442	7,655,442		
Total Fund Balance (actual)	7,655,442	7,655,442	7,655,442		
<u>Revenue</u>					
Intergovernmental Revenues					
Gas & Weight Tax (Act 51)	2,994,581	1,841,524	2,959,200	(35,381)	-1.18%
Federal/State Grants	0	0	47,256	47,256	0.00%
Total Intergovernmental Revenues	2,994,581	1,841,524	3,006,456	11,875	0.40%
Other Revenues					
Miscellaneous					
Interest Earnings	75,000	120,560	81,668	6,668	8.89%
Total Other Revenues	75,000	120,560	81,668	6,668	8.89%
Total Revenue	3,069,581	1,962,084	3,088,124	18,543	0.60%
<u>Expenditures</u>					
Construction	13,748,476	13,019,162	17,855,800	4,107,324	29.87%
Routine Maintenance	4,349,716	2,762,642	3,925,000	(424,716)	-9.76%
Traffic Services - Maintenance	45,708	16,836	47,000	1,292	2.83%
Winter Maintenance	120,915	378,057	150,500	29,585	24.47%
Administration, Records & Engineering	882,988	807,794	872,488	(10,500)	-1.19%
Total Expenditures	19,147,803	16,984,491	22,850,788	3,702,985	19.34%
Excess of Revenue Over (Under) Expenditures	(16,078,222)	(15,022,407)	(19,762,664)	(3,684,442)	22.92%
<u>Other Financing Sources (Uses)</u>					
Bond Proceeds	0	0	0	-	0.00%
Operating Transfers In	15,900,000	7,950,000	15,900,000	-	0.00%
Operating Transfers Out	0	0	0	-	0.00%
Total Other Financing Sources (Uses)	15,900,000	7,950,000	15,900,000	0	0.00%
Excess of Revenue and Other Financing	(178,222)		(3,862,664)	(3,684,442)	2067.33%
<u>Fund Balance, June 30</u>					
Nonspendable + Restricted + Assigned	7,477,220		3,792,778		
Total Fund Balance, June 30	7,477,220		3,792,778		
Total Fund Balance - Percent Of Expenditures	39.1%		16.6%		
Revenue + Transfers-in	18,969,581		18,988,124	18,543	0.10%
Expenditures + Transfers-out	19,147,803		22,850,788	3,702,985	19.34%

CAPITAL IMPROVEMENT FUND SUMMARY

	2024/25 Amended Budget	2024/25 Year-To-Date (includes encumbrances)	2024/25 Year-end Projection	Projection Over (Under) Budget	Percentage Change
<u>Fund Balance, July 1</u>					
Nonspendable + Restricted + Assigned Unassigned	10,490,964	10,490,964	10,490,964		
Total Fund Balance (actual)	10,490,964	10,490,964	10,490,964		
<u>Revenue</u>					
Grants	100,000	0	100,000	-	0.00%
Miscellaneous	0	6,380	0	-	0.00%
Interest Earnings + Bond Proceeds	8,095,000	190,764	8,095,000	-	0.00%
Total Revenue	8,195,000	197,144	8,195,000	-	0.00%
<u>Expenditures</u>					
Capital and Equipment	12,482,161	12,279,375	13,046,361	564,200	4.52%
Construction	11,451,596	8,279,135	9,961,596	(1,490,000)	-13.01%
City Wide Facilities Improvements	12,416	559,643	12,416	-	0.00%
Miscellaneous	0	0	0	-	0.00%
Debt Payment	0	0	0	-	0.00%
Total Expenditures	23,946,173	21,118,153	23,020,373	(925,800)	-3.87%
Excess of Revenue Over (Under) Expenditures	(15,751,173)	(20,921,009)	(14,825,373)	925,800	-5.88%
<u>Other Financing Sources (Uses)</u>					
Bond Proceeds	0	0	0	-	0.00%
Operating Transfers In	5,800,000	2,900,000	5,800,000	-	0.00%
Operating Transfers Out	0	0	0	-	0.00%
Total Other Financing Sources (Uses)	5,800,000	2,900,000	5,800,000	-	0.00%
Excess of Revenue and Other Financing Sources Over (Under)	(9,951,173)	2,900,000	(9,025,373)	925,800	-9.30%
<u>Fund Balance, June 30</u>					
Nonspendable + Restricted + Assigned	539,791		1,465,591		
Total Fund Balance, June 30	539,791		1,465,591		
Total Fund Balance - Percent of Expenditures	2.3%		6.4%		
Revenue + Transfers-in	13,995,000		13,995,000	-	0.00%
Expenditures + Transfers-out	23,946,173		23,020,373	(925,800)	-3.87%



MEMORANDUM

To: Gary Mekjian, City Manager
From: Thomas C. Skrobola, Finance Director/Treasurer
Date: May 7, 2025
Subject: The City's Quarterly Investment Report as of March 31, 2025

Attached you will find the City's Quarterly Investment Report (exclusive of the investments of the Pension Trust Funds) as of March 31, 2025.

In comparison to the quarter ended December 31, 2024, the City's total investment/bank balance is \$160.0 million, a decrease of \$18.2 million or 10.2%, which is typical for this period, coming after the deadline for the payment of Summer (2025) Property Taxes.

In comparison to the same quarter a year ago, i.e., the quarter ended March 31, 2024, the City's total investment/bank balance has decreased slightly by \$0.6 million or 0.37%, which reflects relatively stable cash flow and a slightly faster expenditure rate of capital projects.

The City's average Rate of Return (R.O.R.) on investments was 4.21%, which is stable when compared to the 4.19% rate experienced in the previous quarter. The City's R.O.R. was below the benchmark Fed Funds Rate by a modest 0.30%, a slight improvement over the gap of 0.74% of the previous quarter. This small gap represents short-term Treasury rates increases that trail increases in Federal Reserve Rates by the Federal Reserve Open Market Committee.

The Treasurer's Office has invested over \$100 million (or roughly 2/3rds) of the City's portfolio through Robinson Capital, who acts as our independent fiduciary investment advisor for cash holdings outside of the Retirement System (i.e., General Fund, Street Funds, Water and Sewer Funds, etc.). The estimated annual income of \$3.6 million has been stable for the 9 months since the City achieved the investment level of \$100 million with Robinson. Robinson has achieved a prudent spread of the portion of the City's portfolio that it manages across a maturity spectrum from less than 1 year to up to 5 years.

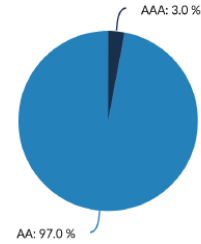
The Yield to Maturity at Cost through Robinson has been stable at 4.3%, and tracks with the Federal Funds Rate of the Federal Reserve Bank. Today, the Federal Reserve Bank Open Market Committee decided to leave the Federal Funds Rate at 4.33% with a target rate range of 4.25 – 4.50%.

PORTFOLIO OVERVIEW | FIXED INCOME

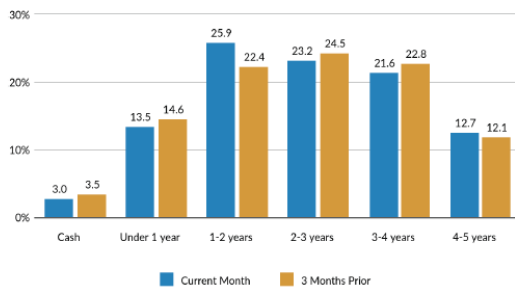
Portfolio Characteristics (03/31/2025)

Portfolio Market Value	\$105,032,815.61
Number of Holdings	71
Yield to Maturity	4.03%
Yield to Maturity at Cost	4.31%
Estimated Annual Income	\$3,614,742.18
Average Coupon	3.84%
Average Years to Maturity	2.36
Average Credit Rating	AA

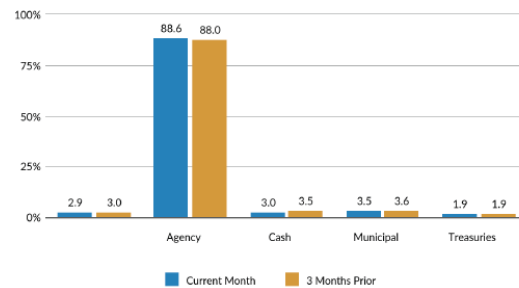
Credit Quality Breakdown



Maturity Distribution (%)



Sector Allocation (%)



We will continue to work within the primary objectives of the City's Investment Policy, which, in priority order, are; safety, diversification, liquidity and return on investment, as highlighted below:

1. Safety of principal is the primary objective of the City of Farmington Hills investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio. The objective will be to mitigate risk through the utilization of FDIC insured and collateralized investments;
2. The investments shall be diversified by type and institution in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio. The City has investments in certificate of deposits, CDARS, cash equivalents, mutual funds, checking accounts, savings accounts, money market accounts, and U.S. instruments, diversified between financial institutions as indicated in this report;
3. The investment portfolio shall remain sufficiently liquid to enable the City to meet all operating requirements which may be reasonably anticipated, by the use of cash flow forecasting models; and
4. The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow characteristics of the portfolio. At minimum, the City's average rate of return on investments should earn more than the 3-month Treasury Bill Rate and Fed Funds Rate.

Please let me know if you have any questions.

City of Farmington Hills Quarterly Investment Report As of March 31, 2025								
				\$160,017,204			4.19%	
		Account			Date of	Current %	Average	Percentage of
Financial Institution	Fund	Type	Investment	Bank Total	Maturity	Interest Rate	R.O.R.	Portfolio
Comerica Bank	All funds	*CK	45,113		Immediate	0.18%	0.0001%	
Comerica Bank	All Funds-J-Fund	MF	17,052,569	17,097,681	Immediate	4.12%	0.4391%	10.68%
Community Unity	All Funds		258,781	258,781	6/25/2025	3.67%	0.0059%	0.16%
Michigan Class	All Funds	MMIP	21,063,617	21,063,617	Immediate	4.42%	0.5812%	13.16%
Oakland County Investment Pool	All Funds	LGIP	11,664,374	11,664,374	Immediate	3.84%	0.2798%	7.29%
PNC Bank	All Funds	*CK	5,839,983	5,839,983	Immediate	2.32%	0.0847%	3.65%
Robinson Capital	All Funds	MUNI	104,092,768	104,092,768	Varies	4.30%	2.7972%	65.05%
Total				160,017,204			4.1879%	100.00%
1-Year Treasury Bill Rate-trailing six months							4.37%	
3-Month Treasury Bill Rate-trailing six months							4.83%	
Quarterly Fed Funds Rate-trailing six months							4.49%	
City's Avg. R.O.R. over/(under) the 1-year T-Bill Rate							-0.18%	
City's Avg. R.O.R. over/(under) the 3-month T-Bill Rate							-0.64%	
City's Avg. R.O.R. over/(under) the Fed Funds Rate							-0.30%	
Type Codes								
CD - Certificate of Deposit		MF - Mutual Fund			MUNI - Municipal Bonds			
CE - Cash Equivalent		MM - Money Market Account						
CK - Regular Checking		***MMIP - Money Market Investment Pool						
CP - Commercial Paper		SV - Savings Account						
IBC- Interest bearing checking		USI - United States Instrumentality						
LGIP - Local Government Investment Pool		UST - United States Treasury						
*CK = Earnings Credit applied to Bank Service Fees.								
**CK = Non-interest bearing account.								
***Michigan Cooperative Liquid Assets Securities System (Michigan CLASS) is rated 'AAAm' by Standard & Poor's. The rating signifies extremely strong capacity to maintain principal stability and to limit exposure to principal losses due to credit, market, and/or liquidity risks. This is accomplished through conservative investment practices and strict internal controls. Standard & Poor's monitors the portfolio on a weekly basis. The Pool invests in US Treasury obligations, federal agency obligations of the U.S. government, high grade commercial paper (A-1 or better), collateralized bank deposits, repurchase agreements (collateralized at 102% by Treasuries and agencies) and approved money market funds. The credit quality of the Pool is excellent with greater than 50% of the securities invested in A-1+ securities and the remainder in A-1 paper. The portfolio's weighted average maturity is kept under 60 days, which further helps to enhance liquidity and limits market price exposure. Portfolio securities are priced to market on a weekly basis.								
			Previous 1/4	\$178,226,096			111.4%	
			\$ Change	(\$18,208,892)				
			% Change	-10.22%				
			Previous Year	\$160,604,160			100.4%	
			\$ Change	(\$586,956)				
			% Change	-0.37%				



CITY CLERK'S REPORT TO MAYOR AND COUNCIL

DATE: 5/12/2025

DEPT: City Clerk

RE: Consideration of approval of a Special Event Permit for the Farmington Community Library, Summer of Stories Finale Event to be held on Monday, July 28, 2025

ADMINISTRATIVE SUMMARY

- The City received an application from Kristel Sexton, representing the Farmington Community Library, for a Special Event Permit to hold the Summer of Stories Finale Event on Monday, July 28, 2025, at the Farmington Community Library located at 32737 W. 12 Mile Road, from 6:30pm to 8:30pm.
- This will be an outdoor event which will include a food truck, inflatables, a petting farm from MSU Tollgate and fire truck.
- The maximum number of proposed attendees is 500 people.
- The required insurance and/or indemnification agreement was received by the City.
- The application was reviewed by all appropriate Departments. There were no objections to the event being held, subject to the following conditions and details as verified by the applicant:
 - There will be parking on the property
 - There will be one (1) 10x10 tent on site as well as a food truck
 - The applicant has not asked for assistance from the Police Department and no issue with emergency vehicle access
 - There shall be no parking within 20' of any tent
 - Egress shall be maintained throughout the building
 - Fire lanes shall not be blocked or restricted
 - Cooking/open flame devices shall not be used under tents and shall be at least 20' away
 - Food trucks shall operate according to NFPA and Fire Prevention Code standards, and specifically:
 - Ensure that fuel tanks are filled to the capacity needed for uninterrupted operation for the duration of the event.
 - All connections/piping shall be checked for leaks prior to operating.
 - Any cooking system which produces grease laden vapors shall be protected by listed fire extinguishing equipment.

- Fire extinguishers shall be installed and maintained according to NFPA 10.
- Inflatables shall be properly anchored according to manufacturer's recommendation to prevent movement during unexpected winds
- All applicable permits shall be applied for through the Building Department
- Proponent must contact Fire Prevention to schedule an inspection prior to beginning the event
- Event shall comply with the minimum Fire Prevention Code requirements

RECOMMENDATION

IT IS RESOLVED, that City Council hereby approves a Special Event Permit for the Farmington Community Library to hold the Summer of Stories Finale Event on Monday, July 28, 2025, at the Farmington Community Library located at 32737 W. 12 Mile Road, from 6:30pm to 8:30pm, subject to the terms and conditions outlined in the City Clerk report dated May 12, 2025.

Respectfully submitted,

Carly Lindahl, City Clerk

APPLICATION FOR SPECIAL EVENT/TEMPORARY OUTDOOR SALES

CITY OF FARMINGTON HILLS
31555 ELEVEN MILE ROAD, FARMINGTON HILLS MI 48336
(248) 871-2410 FAX (248) 871-2411

ALL FEES ARE NON-REFUNDABLE

Fees: \$50.00 Application Review Fee (fee is waived for non profit companies) Carnivals are \$ 150.00

A **Clean Up Deposit** of \$300 is required for special events and temporary outdoor sales (involving the use of any temporary outdoor structures or equipment – tents, tables, etc.). This deposit is refundable when the site is cleared.

A **Liability Insurance Certificate** naming the City as an additional insured in the amount of \$1,000,000 is required for special events or temporary outdoor sales as determined by the City. The attached **Indemnification Agreement** is required for Special Events as determined by the City.

Temporary Outdoor Sales: (Sales event held on the same property as the business and accessory to the use of the business) are limited to 14 consecutive days and a total of 28 days in any 12 month period.

NOTE: A COMPLETE AND DETAILED SITE PLAN/SITE MAP OF THE PROPERTY SHOWING THE EVENT AREA IS REQUIRED. PLAN MUST SHOW LOCATIONS OF SIGNS, TENTS OR ANY STRUCTURES, AMUSEMENT RIDES, FOOD SERVICES, PARKING AREA, THE LOCATION OF EXISTING BUILDINGS, ETC. REQUEST WILL NOT BE REVIEWED UNTIL THIS PLAN IS RECEIVED. IF A TENT IS TO BE ERECTED, SPECIFICATIONS ARE REQUIRED - SEE page 2)

APPLICANT'S NAME: (If partnership or corporation, please include all names & residential address of officers on separate sheet)

Kristel Sexton/Farmington Community Library

APPLICANT'S RESIDENTIAL ADDRESS:

n/a

CITY ST ZIP

APPLICANT'S PHONE: Office: (248) 848-4319 Cell:

RELATION OF APPLICANT TO BUSINESS/EVENT: ☐ Owner ☒ Manager ☐ Representative ☐ Other

IS ORGANIZATION A FOR PROFIT OR NON PROFIT BUSINESS: ☐ PROFIT ☒ NON-PROFIT

ADDRESS OF THE PROPERTY AT WHICH THE EVENT WILL BE CONDUCTED:

32737 W. 12 Mile Rd. Farmington Hills MI 48334

DOES APPLICANT OWN OR OCCUPY THE PROPERTY AT WHICH THE EVENT IS TO BE HELD?

☒ YES ☐ NO IF NO, WRITTEN CONSENT FROM THE PROPERTY OWNER FOR THE EVENT IS REQUIRED WITHIN SEVEN(7) DAYS OF THE DATE OF SUBMISSION OF APPLICATION TO THE CITY AND TO ALL OTHER TENANTS ON THE PROPERTY OF THE PROPOSED EVENT. PLEASE ATTACH.

GIVE A DETAILED DESCRIPTION OF THE EVENT PROPOSED:

Summer of Stories Finale: library patrons will celebrate at an outdoor event with a food truck, inflatables from Oakland County

Parks, a petting farm from MSU Tollgate, a fire truck from FHFD, and more.

DATE OF THE EVENT: 07-28-25 TIME OF YOUR EVENT: 6:30-8:30 PM

NOTE: Special events/temporary outdoor sales are permitted by ordinance ONLY between 9am and 10pm

IS THE EVENT OPEN TO THE GENERAL PUBLIC? ☒ YES ☐ NO

WILL ANY GOODS OR MERCHANDISE BE OFFERED FOR SALE TO THOSE ATTENDING: ☒ YES ☐ NO

MAXIMUM NUMBER OF PEOPLE PROPOSED TO ATTEND OR PARTICIPATE EACH DAY: 500

HAS THE APPLICANT, PARTNERS, OFFICERS OR DIRECTORS EVER BEEN CONVICTED OF A FELONY?

☐ YES ☒ NO IF YES, ON SEPARATE SHEET PROVIDE DESCRIPTION OF CONVICTION – INCLUDING WHAT FOR, DATE OF INCIDENT, DATE OF CONVICTION, ETC.

PERMANENT STRUCTURES ARE **NOT ALLOWED** TO BE ERECTED. DO YOU PLAN ANY TEMPORARY STRUCTURES (TENT, TRAILER, STAGE, ETC)? ☒ YES ☐ NO IF YES, PLEASE DESCRIBE WHAT THOSE ARE AND INCLUDE ON MAP: Inflatables and 1 table

IF A TENT IS PROPOSED, INDICATE THE SIZE AND NAME AND ADDRESS OF THE COMPANY PROVIDING THE TENT: 10x10 pop-up awning

NOTE: A certificate of Flame Resistance for the Tent must be provided 10 days prior to the date of event/sales.

IF THE REQUEST IS TO HOLD A BLOCK PARTY, ARE YOU REQUESTING TO CLOSE ANY ROADS FOR THE EVENT? ☐ YES ☒ NO (If yes, please submit signatures of abutting property owners who would be directly affected by the road closure indicating that they have no objections-form attached).

WILL ELECTRICAL EQUIPMENT BE USED FOR THIS EVENT? ☐ YES ☒ NO
IF YES, DESCRIBE IN DETAIL WHAT TYPE OF ELECTRICAL EQUIPMENT WILL BE USED. CONTACT BUILDING DEPARTMENT at 248.871-2450 TO DETERMINE IF A PERMIT IS REQUIRED.

IS ANY SIGNAGE PROPOSED? ☐ YES ☒ NO IF YES, NOTE SIZE AND LOCATIONS OF ANY SIGNS PROPOSED ON THE PLAN PROVIDED WITH THIS APPLICATION.

IS THE EVENT FOR PROFIT? ☐ NON- PROFIT ☒

IS THIS EVENT TO TAKE PLACE IN A CITY OWNED PARK ☐ YES ☒ NO

IF YES, HAVE YOU RECEIVED AND AGREE TO ABIDE BY THE CITY'S PARKS AND RECREATION RULES AND REGULATIONS? ☐ YES ☐ NO ANY DEVIATIONS REQUESTED? _____

Kristel W. Sexton

Applicant's Signature

DATE: 4-22-25

Kristel W. Sexton

Printed Name of Applicant

Note: Section 22-119 of the City Code stipulates that other permits and/or inspections **MAY** be required along with permission to conduct the special event. This could be for health facilities (food), electric services, fire issues, or a certificate of use from the city's Building Department

FOR OFFICE USE ONLY:

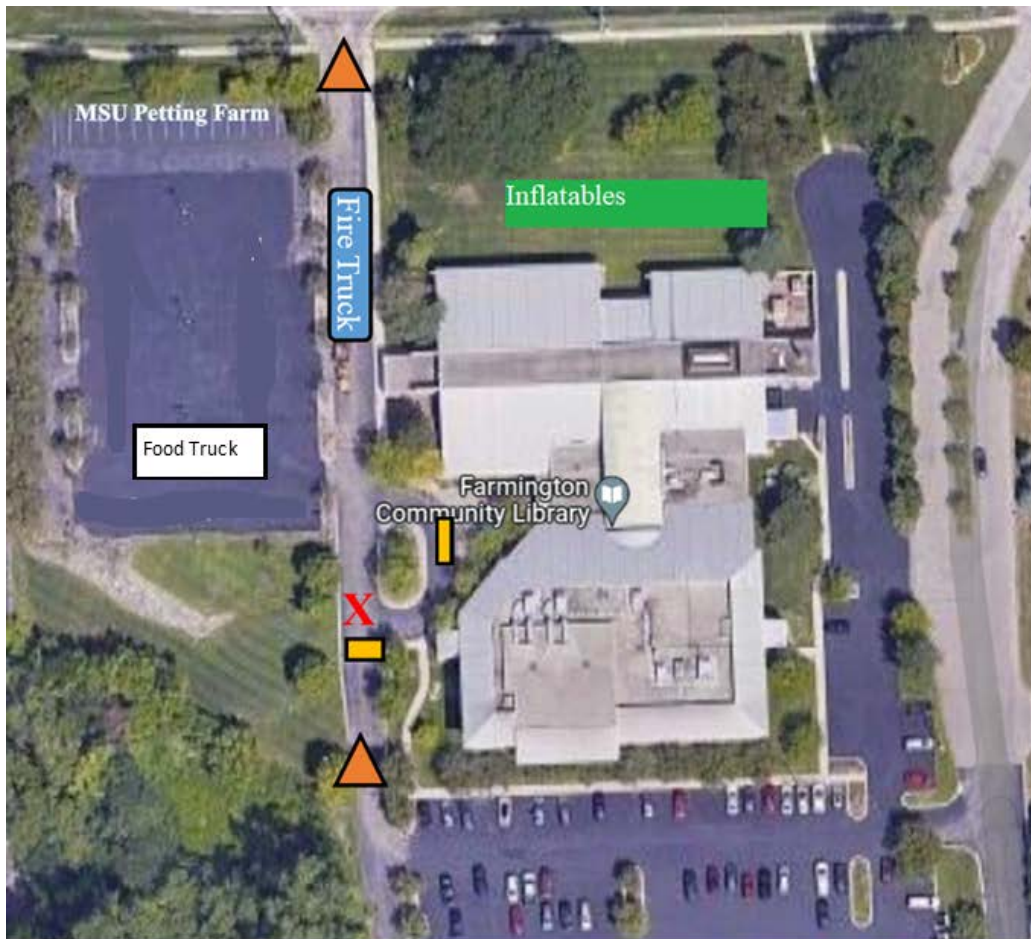
- ☒ Application and fee
- ☒ Complete Site Plan/Map

APPROVALS:


- ☒ Police
- ☒ Fire
- ☒ Planning/Bld/Zoning
- ☒ Engineering

IF APPLICABLE:

- ☒ Insurance Certificate (If required by city)
- N/A Indemnification Agreement (Special Events)
- N/A Clean Up Deposit (if required by city)
- N/A Tent Certificate of Flame Resistance
- N/A Tent Co. Information (see above)
- ☒ Names/Addresses of Corporation
- N/A Neighborhood Signatures (block parties closing a road)
- N/A Carnivals Only (State of MI Certificate)



Map Key:

 Indicates driveway closures (using traffic cones); all traffic will enter/exit at light by post office

X = 10x10 pop-up awning tent

 = table



CITY CLERK'S REPORT TO MAYOR AND COUNCIL

DATE: 5-12-25

DEPT: City Clerk

RE: Consideration of approval of a Special Event Permit for Ward Church Farmington Hills to hold the Car and Bike Show featuring a Blessing of the Bikes to be held Saturday, May 31, 2025

ADMINISTRATIVE SUMMARY

- The City received an application from Colleen Johnson, representing Ward Church Farmington Hills, for a Special Event Permit to hold the 2nd Annual Car and Bike Show featuring a Blessing of the Bikes on Saturday, May 31, 2025, at Ward Church located at 27996 Halsted Rd., from 11:00am to 3:00pm.
- This will be an outdoor event which will include pop-up tents, vendors, food, a first aid station, a bicycle tent, lawn games, and a sound/DJ station.
- The maximum number of proposed attendees is 200 people.
- The required insurance and/or indemnification agreement was received by the City.
- The application was reviewed by all appropriate Departments. There were no objections to the event being held, subject to the following conditions and details as verified by the applicant:
 - The event will be open to the public and all parking will be on the property
 - There will be four 10 x 10 tents and one 20'x30' tarp awning on the property
 - Food, music and lawn games will be available and noise ordinance was discussed
 - Emergency vehicles will have no issues entering onto the property if needed
 - There will be no parking within 20' of any tent
 - Egress shall be maintained throughout the building
 - Fires lanes shall not be blocked or restricted
 - Cooking/open flame devices shall not be used under tents/awnings and shall be at least 20' away
 - Tent shall be properly anchored according to manufacturer's recommendation to prevent movement during unexpected winds
 - Tents require NFPA 701 flame resistance label affixed to panels/canopy



CITY CLERK'S REPORT TO MAYOR AND COUNCIL

- All applicable permits shall be applied for through the Building Department
- Lawn games shall be properly anchored according to manufacturers' recommendations to prevent movement during unexpected winds
- Proponent must contact Fire Prevention to schedule an inspection prior to beginning the event
- Event shall comply with minimum Fire Prevention Code requirements

RECOMMENDATION

IT IS RESOLVED, that City Council hereby approves a Special Event Permit for Ward Church Farmington Hills to hold the 2nd Annual Car and Bike Show featuring a Blessing of the Bikes on Saturday, May 31, 2025 at Ward Church located at 27996 Halsted Rd., from 11am to 3pm, subject to the terms and conditions outlined in the City Clerk report dated May 12, 2025.

Respectfully submitted,

Carly Lindahl, City Clerk

APPLICATION FOR SPECIAL EVENT/TEMPORARY OUTDOOR SALES

CITY OF FARMINGTON HILLS
31555 ELEVEN MILE ROAD, FARMINGTON HILLS MI 48336
(248) 871-2410 FAX (248) 871-2411

ALL FEES ARE NON-REFUNDABLE

Fees: \$50.00 Application Review Fee (fee is waived for non profit companies) Carnivals are \$ 150.00

A **Clean Up Deposit** of \$300 is required for special events and temporary outdoor sales (involving the use of any temporary outdoor structures or equipment – tents, tables, etc.). This deposit is refundable when the site is cleared.

A **Liability Insurance Certificate** naming the City as an additional insured in the amount of **\$1,000,000** is required for special events or temporary outdoor sales as determined by the City. The attached **Indemnification Agreement** is required for Special Events as determined by the City.

Temporary Outdoor Sales: (Sales event held on the same property as the business and accessory to the use of the business) **are limited to 14 consecutive days and a total of 28 days in any 12 month period.**

NOTE: A COMPLETE AND DETAILED SITE PLAN/SITE MAP OF THE PROPERTY SHOWING THE EVENT AREA IS REQUIRED. PLAN MUST SHOW LOCATIONS OF SIGNS, TENTS OR ANY STRUCTURES, AMUSEMENT RIDES, FOOD SERVICES, PARKING AREA, THE LOCATION OF EXISTING BUILDINGS, ETC. REQUEST WILL NOT BE REVIEWED UNTIL THIS PLAN IS RECEIVED. IF A TENT IS TO BE ERECTED, SPECIFICATIONS ARE REQUIRED - SEE page 2)

APPLICANT'S NAME: (If partnership or corporation, please include all names & residential address of officers on separate sheet)

Ward Church Farmington Hills - Colleen Johnson

APPLICANT'S RESIDENTIAL ADDRESS:

33706 Macomb Ave. Farmington, Mi 48335

CITY ST ZIP

APPLICANT'S PHONE: Office: Cell: [REDACTED]

RELATION OF APPLICANT TO BUSINESS/EVENT: ☐ Owner ☐ Manager ☒ Representative ☐ Other

IS ORGANIZATION A FOR PROFIT OR NON PROFIT BUSINESS: ☐ PROFIT ☒ NON-PROFIT

ADDRESS OF THE PROPERTY AT WHICH THE EVENT WILL BE CONDUCTED:

27996 Halsted Rd. Farmington Hills, Mi 48331

DOES APPLICANT OWN OR OCCUPY THE PROPERTY AT WHICH THE EVENT IS TO BE HELD?

☐ YES ☒ NO IF NO, WRITTEN CONSENT FROM THE PROPERTY OWNER FOR THE EVENT IS REQUIRED WITHIN SEVEN(7) DAYS OF THE DATE OF SUBMISSION OF APPLICATION TO THE CITY AND TO ALL OTHER TENANTS ON THE PROPERTY OF THE PROPOSED EVENT. PLEASE ATTACH.

GIVE A DETAILED DESCRIPTION OF THE EVENT PROPOSED:

Title of event: Car and Bike Show w/Blessing of the Bikes. Description of event: Saturday, 5/31/25, from 11:00am-3:00pm is our 2nd Annual CARES Car & Bike Show featuring a Blessing of the Bikes. This free event is a community outreach benefiting the non-profit CARES of Farmington Hills (<https://caresfh.org/>) and hosted by Ward Church-Farmington Hills located at 27996 Halsted Road (at 12 Mile Road) in Farmington Hills. This event is designed to appeal to different passions in our community +

DATE OF THE EVENT: May 31, 2025 TIME OF YOUR EVENT: 11am-3pm

NOTE: Special events/temporary outdoor sales are permitted by ordinance ONLY between 9am and 10pm


IS THE EVENT OPEN TO THE GENERAL PUBLIC? ☒ YES ☐ NO

WILL ANY GOODS OR MERCHANDISE BE OFFERED FOR SALE TO THOSE ATTENDING: ☒ YES ☐ NO

MAXIMUM NUMBER OF PEOPLE PROPOSED TO ATTEND OR PARTICIPATE EACH DAY: 200

HAS THE APPLICANT, PARTNERS, OFFICERS OR DIRECTORS EVER BEEN CONVICTED OF A FELONY?

☐ YES ☒ NO IF YES, ON SEPARATE SHEET PROVIDE DESCRIPTION OF CONVICTION – INCLUDING WHAT FOR, DATE OF INCIDENT, DATE OF CONVICTION, ETC.

PERMANENT STRUCTURES ARE **NOT ALLOWED** TO BE ERECTED. DO YOU PLAN ANY TEMPORARY STRUCTURES (TENT, TRAILER, STAGE, ETC)? ☒ YES ☐ NO IF YES, PLEASE DESCRIBE WHAT THOSE ARE AND INCLUDE ON MAP: 4 - 10x10 pop up tents, 1 - 20x30 tarp awning, folding tables and chairs, 2" 

IF A TENT IS PROPOSED, INDICATE THE SIZE AND NAME AND ADDRESS OF THE COMPANY PROVIDING THE TENT: 4 - 5x5 pop-up tents that we own, not renting/no company used for registration, first aid station, bicycle tent, and sound/DJ station, 1- 20x30 tarp awning borrowing from Boy Scouts of America troop #499 out of St. Sabina Catholic Church 25605 Ann Arbor Trail, Dearborn Heights, Mi 48127

NOTE: A certificate of Flame Resistance for the Tent must be provided 10 days prior to the date of event/sales.

IF THE REQUEST IS TO HOLD A BLOCK PARTY, ARE YOU REQUESTING TO CLOSE ANY ROADS FOR THE EVENT? ☐ YES ☐ NO (If yes, please submit signatures of abutting property owners who would be directly affected by the road closure indicating that they have no objections-form attached).

WILL ELECTRICAL EQUIPMENT BE USED FOR THIS EVENT? ☐ YES ☒ NO
IF YES, DESCRIBE IN DETAIL WHAT TYPE OF ELECTRICAL EQUIPMENT WILL BE USED. CONTACT BUILDING DEPARTMENT at 248.871-2450 TO DETERMINE IF A PERMIT IS REQUIRED.

IS ANY SIGNAGE PROPOSED? ☒ YES ☐ NO IF YES, NOTE SIZE AND LOCATIONS OF ANY SIGNS PROPOSED ON THE PLAN PROVIDED WITH THIS APPLICATION.

IS THE EVENT FOR PROFIT? ☐ NON- PROFIT ☒

IS THIS EVENT TO TAKE PLACE IN A CITY OWNED PARK ☐ YES ☒ NO

IF YES, HAVE YOU RECEIVED AND AGREE TO ABIDE BY THE CITY'S PARKS AND RECREATION RULES AND REGULATIONS? ☐ YES ☐ NO ANY DEVIATIONS REQUESTED? _____

DATE: 4/11/25


Applicant's Signature

Colleen Johnson
Printed Name of Applicant

Note: Section 22-119 of the City Code stipulates that other permits and/or inspections **MAY** be required along with permission to conduct the special event. This could be for health facilities (food), electric services, fire issues, or a certificate of use from the city's Building Department

FOR OFFICE USE ONLY:

- ☒ Application and fee
- ☒ Complete Site Plan/Map

APPROVALS:

- ☒ Police
- ☒ Fire
- ☒ Planning/Bld/Zoning
- ☒ Engineering

IF APPLICABLE:

- ☒ Insurance Certificate (If required by city)
- ☒ Indemnification Agreement (Special Events)
- N/A Clean Up Deposit (if required by city)
- ☒ Tent Certificate of Flame Resistance
- ☒ Tent Co. Information (see above)
- ☒ Names/Addresses of Corporation
- N/A Neighborhood Signatures (block parties closing a road)
- N/A Carnivals Only (State of MI Certificate)

MAP KEY

Orange rubber cones

Spectator
Parking

Yard
Games

Handicap
Parking/
Overflow
Vendor
Booths

Ward Church
Farmington Hills



Grill/
Chips/
Water
Area
EATING
TENT
20'x30'

Registra-
tion Tent
10'x10'

Outdoor
sound
(mic)
10'x10'

First Aid/
Security
Tent
10'x10'

2' high orange rubber cones

Bicycle
Vendors
10'x10'

Bicycle
Tent
10'x10'

Cycle Voting Box

Parking for fire truck/
police or extra
handing parking

Vendor Booths
10'x10'

CARES
Van 2
(18')

Vendor Booths
10'x10'

Car Voting
Box

Classic
Cars

Classic Cars

Blessing
of the
Bikes

Blessing
of the
Bikes

CARES
Van 1
(18')

Event Sign
3ft. x 6.5ft.





CITY CLERK'S REPORT TO MAYOR AND COUNCIL

DATE: 5-12-25

DEPT: City Clerk

RE: Consideration of approval of a Special Event Permit for the 14th Annual Cipriano Classic 5K Race to be held on Friday, June 6, 2025

ADMINISTRATIVE SUMMARY

- The City received an application from Michelle Kotas, representing the Farmington Family YMCA, for a Special Event Permit to hold the 14th Annual Cipriano Classic 5K Race on Friday, June 6, 2025, from 6:00pm-9:00pm.
- The 5K route will start at the Farmington Family YMCA at 28100 Farmington Road with runners heading east on New Market St., to Prince of Peace Church then on to the grassy area behind Farmington STEAM Academy to the footbridge leading to Red Clover Street and circling through the Kendallwood Subdivision back to Red Clover and following the route back to the YMCA. The route map is included with the report.
- There will be a gas grill in the corner of the YMCA parking lot for hotdogs, participants can purchase a wristband for a hotdog, chips, and drink after the race.
- The required insurance and/or indemnification agreement was received by the City.
- The application and proposed route have been reviewed by all appropriate Departments. There were no objections to the event being held, subject to the following conditions:
 - Cooking/open flame devices shall not be used under tents and shall be at least 20' away; fire extinguisher (2A:10B:C) shall be available onsite
 - Fire lanes shall not be blocked or restricted
 - The event shall comply with minimum Fire Prevention Code requirements
 - The route is mainly in the residential area behind the YMCA. The start of the race will begin on the grassy field south of the YMCA to New Market St.
 - There will be approximately 200 runners
 - There will be 40-50 volunteers throughout the race route to assist the runners
 - There will be ample parking for all attendees of the event at the YMCA
 - The local ordinance of playing loud music has been discussed
 - The residents of Kendallwood Subdivision will be notified by staff of the event the week prior to the run
 - The applicant has agreed to the cost of five Police Officers at the overtime rate, and one Sergeant at the overtime rate for a period of three hours
 - DPW will drop off 50 traffic cones and barricades in the morning of the event to assist with traffic



CITY CLERK'S REPORT TO MAYOR AND COUNCIL

RECOMMENDATION

IT IS RESOLVED, that City Council hereby approves a Special Event Permit for the 14th Cipriano Classic 5K Race to be held on Friday, June 6, 2025, from 6:00pm to 9:00pm, subject to the terms and conditions outlined in the City Clerk report dated May 12, 2025.

Respectfully submitted,

Carly Lindahl, City Clerk

2025
FARMINGTON HILLS CITY CLERK
RCUD MAY 2 2025 AM 10:55

APPLICATION FOR SPECIAL EVENT/TEMPORARY OUTDOOR SALES

CITY OF FARMINGTON HILLS
31555 ELEVEN MILE ROAD, FARMINGTON HILLS MI 48336
(248) 871-2410 FAX (248) 871-2411

ALL FEES ARE NON-REFUNDABLE

Fees: \$50.00 Application Review Fee (fee is waived for non profit companies) Carnivals are \$ 150.00

A Clean Up Deposit of \$300 is required for special events and temporary outdoor sales (involving the use of any temporary outdoor structures or equipment— tents, tables, etc) This deposit is refundable when the site is cleared

A Liability Insurance Certificate naming the City as an additional insured in the amount of \$1,000,000 is required for special events or temporary outdoor sales as determined by the City The attached Indemnification Agreement is required for Special Events as determined by the City

Temporary Outdoor Sales: (Sales event held on the same property as the business and accessory to the use of the business) are limited to 14 consecutive days and a total of 28 days in any 12 month period

NOTE: A COMPLETE AND DETAILED SITE PLAN/SITE MAP OF THE PROPERTY SHOWING THE EVENT AREA IS REQUIRED. PLAN MUST SHOW LOCATIONS OF SIGNS, TENTS OR ANY STRUCTURES, AMUSEMENT RIDES, FOOD SERVICES, PARKING AREA, THE LOCATION OF EXISTING BUILDINGS, ETC. REQUEST WILL NOT BE REVIEWED UNTIL THIS PLAN IS RECEIVED. IF A TENT IS TO BE ERECTED, SPECIFICATIONS ARE REQUIRED - SEE page 2)

APPLICANT'S NAME (If partnership or corporation, please include all names & residential address of officers on separate sheet)

Farmington Family YMCA / 14th Annual Cipriano Classic 5K

APPLICANT'S RESIDENTIAL ADDRESS

28100 Farmington Rd, Farmington Hills, MI 48334
CITY ST ZIP

APPLICANT'S PHONE Office 248-553-4020 Cell _____

RELATION OF APPLICANT TO BUSINESS/EVENT ☐ Owner ☐ Manager ☐ Representative ☒ Other HOST SITE

IS ORGANIZATION A FOR PROFIT OR NON PROFIT BUSINESS ☐ PROFIT ☒ NON-PROFIT

ADDRESS OF THE PROPERTY AT WHICH THE EVENT WILL BE CONDUCTED

YMCA Property & Grounds, and adjacent Kendallwood subdivision

DOES APPLICANT OWN OR OCCUPY THE PROPERTY AT WHICH THE EVENT IS TO BE HELD?

☒ YES ☐ NO IF NO, WRITTEN CONSENT FROM THE PROPERTY OWNER FOR THE EVENT IS REQUIRED WITHIN SEVEN(7) DAYS OF THE DATE OF SUBMISSION OF APPLICATION TO THE CITY AND TO ALL OTHER TENANTS ON THE PROPERTY OF THE PROPOSED EVENT PLEASE ATTACH

GIVE A DETAILED DESCRIPTION OF THE EVENT PROPOSED Begin/End at YMCA. Route is through sub: east on New Market to Prince of Peace church, on to grassy area behind STEAM school to footbridge leading to Red Clover. Follow route on map through sub, finish on Kendallwood to foot bridge back to YMCA via POP church + New Market.

DATE OF THE EVENT Fri, 6/6/2025 TIME OF YOUR EVENT 6-9 PM

NOTE: Special events/temporary outdoor sales are permitted by ordinance ONLY between 9am and 10pm

IS THE EVENT OPEN TO THE GENERAL PUBLIC? ☒ YES ☐ NO

WILL ANY GOODS OR MERCHANDISE BE OFFERED FOR SALE TO THOSE ATTENDING ☒ YES ☐ NO

MAXIMUM NUMBER OF PEOPLE PROPOSED TO ATTEND OR PARTICIPATE EACH DAY Approx 200

HAS THE APPLICANT, PARTNERS, OFFICERS OR DIRECTORS EVER BEEN CONVICTED OF A FELONY?

☐ YES ☒ NO IF YES, ON SEPARATE SHEET PROVIDE DESCRIPTION OF CONVICTION - INCLUDING WHAT FOR, DATE OF INCIDENT, DATE OF CONVICTION, ETC

PERMANENT STRUCTURES ARE NOT ALLOWED TO BE ERECTED DO YOU PLAN ANY TEMPORARY STRUCTURES (TENT, TRAILER, STAGE, ETC)? ☐ YES ☒ NO IF YES, PLEASE DESCRIBE WHAT THOSE ARE AND INCLUDE ON MAP

IF A TENT IS PROPOSED, INDICATE THE SIZE AND NAME AND ADDRESS OF THE COMPANY PROVIDING THE TENT

NOTE: A certificate of Flame Resistance for the Tent must be provided 10 days prior to the date of event/sales.

IF THE REQUEST IS TO HOLD A BLOCK PARTY, ARE YOU REQUESTING TO CLOSE ANY ROADS FOR THE EVENT? ☒ YES ☐ NO (If yes, please submit signatures of abutting property owners who would be directly affected by the road closure indicating that they have no objections-form attached) *No residents affected.*
Closure: 7:00 - 8:15 PM / New Market - between YMCA & Prince of Peace church.

WILL ELECTRICAL EQUIPMENT BE USED FOR THIS EVENT? ☐ YES ☒ NO
IF YES, DESCRIBE IN DETAIL WHAT TYPE OF ELECTRICAL EQUIPMENT WILL BE USED CONTACT BUILDING DEPARTMENT at 248 871-2450 TO DETERMINE IF A PERMIT IS REQUIRED

φ

IS ANY SIGNAGE PROPOSED? ☒ YES ☐ NO IF YES, NOTE SIZE AND LOCATIONS OF ANY SIGNS PROPOSED ON THE PLAN PROVIDED WITH THIS APPLICATION *3x10 Banner at start.*

IS THE EVENT FOR PROFIT? ☐ NON-PROFIT ☒ *Annual Fundraiser*

IS THIS EVENT TO TAKE PLACE IN A CITY OWNED PARK ☐ YES ☒ NO

IF YES, HAVE YOU RECEIVED AND AGREE TO ABIDE BY THE CITY'S PARKS AND RECREATION RULES AND REGULATIONS? ☐ YES ☐ NO ANY DEVIATIONS REQUESTED? */*

Michele Kotas
Applicant's Signature

DATE *3-31-25*

Michele Kotas CEO
Printed Name of Applicant

Note Section 22-119 of the City Code stipulates that other permits and/or inspections MAY be required along with permission to conduct the special event This could be for health facilities (food), electric services, fire issues, or a certificate of use from the city's Building Department

FOR OFFICE USE ONLY:

- ☒ Application and fee
- ☒ Complete Site Plan/Map

IF APPLICABLE:

- ☒ Insurance Certificate (If required by city)
- ☒ Indemnification Agreement (Special Events)
- N/A* Clean Up Deposit (If required by city)
- N/A* Tent Certificate of Flame Resistance
- N/A* Tent Co. Information (see above)
- N/A* Names/Addresses of Corporation
- N/A* Neighborhood Signatures (block parties closing a road)
- N/A* Carnivals Only (State of MI Certificate)

APPROVALS:

- ☒ Police
- ☒ Fire
- ☒ Planning/Bld/Zoning
- ☒ Engineering

NOTES:

1. We work with FHPD & Fire Dept. to ensure a safe route & site.
2. We have pre-planned, off-site parking, Prince of Peace, 28000 New Market Rd.
3. We notify residents of Kendallwood Subdivision
4. Small Grill in Parking Lot for hot dogs.

SPECIAL EVENT
INDEMNIFICATION AGREEMENT

For and in consideration of the issuance of a license to hold a Special Event 14th Annual Aprano Classic 5K in the City of Farmington Hills and in satisfaction of the City of Farmington Hills' lawful ordinance requirement for the provision of this Agreement as a condition of the issuance of a license allowing the undersigned applicant to hold a Special Event within the City, the applicant identified below:

(1) Accepts all risks of, and agrees that the City, and its officers, employees, agents, representatives, and contractors, shall not be liable and/or responsible for, any damages, death and/or injuries that occur to or are suffered by any person (be it the undersigned applicant or any other person), property and/or other item which is caused by or results from the undersigned applicant's activities during the Special Event.

(2) Agrees to indemnify and hold harmless the City and its officers, employees, agents, representatives, and contractors from any and all damages, injuries, liability, claims, actions, losses, demands and/or lawsuits, including attorney fees and costs that arise out of the undersigned applicant's activities during the Special Event.

Applicant's Printed Name: Michelle Kotas, CFO

Applicant's Signature: Michelle Kotas

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing Indemnification Agreement was acknowledged before me this 1st day of APRIL, 2025, by MICHELLE KOTAS.

JENNIFER CHAMPINE
Notary Public, State of Michigan
County of Macomb
My Commission Expires 10-27-2029
Acting in the County of WAYNE

Jennifer Champine
Notary Public
Acting in WAYNE County, Michigan
My commission expires: 10-27-2029



CIPRIANO CLASSIC
RACE ROUTE

5K



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

DATE: 5/12/2025

DEPT: DPW

RE: RESOLUTION FOR REIMBURSEMENT OF EXPENSES RELATED TO THE OAKLAND
COUNTY WEST NILE VIRUS FUND PROGRAM

ADMINISTRATIVE SUMMARY

- Oakland County has committed funding for mosquito control activities in local communities for 2025.
- The City will be reimbursed for up to \$11,193 of its material costs for this program through Oakland County's West Nile Reimbursement Program. The County's funding formula is based on the City's population and road miles and has been consistent over the last few years.
- The Division of Public Works will be utilizing staff to place the larvicide briquettes in all the City's local road storm sewer catch basins through the months of May and June.
- To receive reimbursement for the City's material purchase, Oakland County requires a resolution authorizing the request for reimbursement.

RECOMMENDATION

- IT IS RESOLVED that the City Council of Farmington Hills adopt the attached resolution authorizing reimbursement of eligible mosquito control activities under Oakland County's 2025 West Nile Virus Program.

SUPPORT DOCUMENTATION:

West Nile Virus (WNV) is a mosquito-borne virus that can cause encephalitis (inflammation of the brain), or meningitis (inflammation of the lining of the brain and spinal cord). It first appeared in the U.S. in 1999 in New York City and is spread to humans by the bite of an infected mosquito. A mosquito becomes infected by biting a bird that carries the virus. The *Culex pipiens* species of mosquito, which prefers to feed on birds, is believed to carry the virus in Oakland County.



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

The most effective management program has been a combination of 1) education regarding how to avoid being bitten, 2) eliminating breeding grounds of stagnant water, and 3) controlling the mosquito larvae. *Culex pipiens* mosquitoes prefer stagnant water such as that found in catch basins and other nutrient-rich, even polluted, standing pools of water. Streams, healthy ponds, and wetlands do not fall into this category.

Several years ago, the City began a program to treat right-of-way catch basins with larvicide briquettes (150-day release). The low incidence of West Nile Virus in Oakland County is believed to be, in part, due to the catch basin treatment programs by several local communities. Staff is recommending the continuation of this program for this spring/summer. The mosquito control industry has developed products that are safe for handling, non-toxic to humans and most other animals, and specifically target mosquito larvae. Although many factors may account for reduction in the West Nile Virus infections during the past few years, it is recommended that the City continue to treat catch basins with larvicide briquettes as part of the overall strategy. Staff will spot-check various standing water pools and catch basins to monitor mosquito breeding. Placement of the larvicide briquettes in the City's storm sewer catch basins will take place in late spring/early summer.

Through the Oakland County West Nile Reimbursement Program, the City will be reimbursed for the cost of the larvicide briquettes, up to \$11,193.

#

Prepared by: Derrick Schueller, DPW Superintendent

Reviewed by: Jacob Rushlow, P.E., Director, Department of Public Services

Reviewed by: Michelle Aranowski, Director, Department of Central Services

Approved by: Gary Mekjian, P.E., City Manager

CITY OF FARMINGTON HILLS

CITY CLERK'S OFFICE

*31555 W. 11 Mile Road, Farmington Hills, MI 48336-1165
(248) 871-2410*

RESOLUTION R-____-25 AUTHORIZING WEST NILE VIRUS FUND EXPENSE REIMBURSEMENT

At a regular meeting of the City Council of the City of Farmington Hills, County of Oakland, State of Michigan, held on the 12th day of May 2025, at 7:30 o'clock p.m., with those present and absent being,

PRESENT:

ABSENT:

The following preamble and resolution were offered by Councilperson _____ and supported by Councilperson _____:

WHEREAS, upon the recommendation of the Oakland County Executive, the Oakland County Board of Commissioners has established a West Nile Virus Fund Program to assist Oakland County cities, villages and townships in addressing mosquito control activities; and

WHEREAS, Oakland County's West Nile Virus Fund Program authorizes Oakland County cities, villages and townships to apply for reimbursement of eligible expenses incurred in connection with mosquito larviciding; and

WHEREAS, the City of Farmington Hills, Oakland County, Michigan, has incurred expenses in connection with mosquito control activities that are eligible for reimbursement under Oakland County's West Nile Virus Fund Program; and

NOW THEREFORE BE IT RESOLVED, that this Council authorizes and directs its DPW Superintendent, Derrick Schueller, as agent for the City of Farmington Hills, to request reimbursement of eligible mosquito control activity under Oakland County's West Nile Virus Fund Program.

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

STATE OF MICHIGAN)

) ss.

COUNTY OF OAKLAND)

I, the undersigned, the duly qualified and acting City Clerk of the City of Farmington Hills, County of Oakland, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Farmington Hills at a regular meeting held on the 12th day of May, 2025, the original of which resolution is on file in the City Clerk's office.

IN WITNESS WHEREOF, I have hereunto set my official signature, this 13th day of May, 2025.

CARLY LINDAHL, City Clerk
City of Farmington Hills



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

DATE: May 12, 2025

DEPT: Department of Economic Development

RE: Consideration of Approval of a standard Advisor Confidentiality Agreement
between the City of Farmington Hills and the Michigan Economic Development
Corporation (MEDC)

ADMINISTRATIVE SUMMARY

- This agreement is between the MEDC and Farmington Hills.
- Its purpose is to allow the MEDC and Farmington Hills to work with large projects that may be confidential in nature with any company.
- The Agreement shall continue to be effective until the end of the Effective Date; provided, however, that the Advisor's confidentiality obligations with respect to the Confidential Exempt Information and the items listed in Section 2 of this Agreement shall survive for an additional three (3) years following expiration of this Agreement.
- Only one agreement of this nature is to be expected between the City and MEDC which covers any future projects requiring confidentiality.
- Our City attorney's office has reviewed the drafted document by and between the MEDC and will advise on any further recommendations.

RECOMMENDATION

IT IS RESOLVED, that the City Council of Farmington Hills hereby approves the Confidentiality Agreement between the City of Farmington Hills and the Michigan Economic Development Corporation and authorizes the City Manager to sign and return the agreement to the MEDC, subject to City attorney review.

Prepared by: Cristia Brockway, Economic Development Director

Reviewed by: Gary Mekjian, City Manager

Approved by: Gary Mekjian, City Manager

MEDC DEVELOPMENT PROJECTS ADVISOR CONFIDENTIALITY AGREEMENT

This MEDC DEVELOPMENT PROJECTS ADVISOR CONFIDENTIALITY AGREEMENT

(“**Agreement**”) is dated (Date) _____ the “**Effective Date**”) and is entered into by

The City of Farmington Hills (“**Advisor**”) and the Michigan Economic Development
(Full Legal Name of Advisor)

Corporation (the “**MEDC**”). The MEDC and the Advisor are each a “Party” and collectively are the “Parties.”

RECITALS:

(A) From time to time, the MEDC works with various companies or individuals (each hereinafter referred to as a “**Company**”) regarding project(s) that furthers economic development in the State of Michigan, generates investment and maintains or creates jobs (each a “**Development Project**”).

(B) While working with the MEDC on a Development Project, a Company may voluntarily provide the MEDC information identified by the Company as “**Confidential Exempt Information**.” In each case, the Company will have certified that (i) such information provided to the MEDC is comprised of, or contains, trade secrets or commercial or financial information voluntarily submitted by Company for use in developing governmental policy, and (ii) the release of the Confidential Exempt Information will cause competitive harm to such Company.

(C) Confidential Exempt Information may include, without limitation, commercial information, trade secrets, and/or financial information that are of a non-public nature.

(D) While working with the MEDC on a Development Project, the Advisor may also provide to the MEDC Confidential Advisor Information, defined herein and are exempt from disclosure under the Michigan Freedom of Information Act, Act 442 of 1976, (the “Act”).

(E) The MEDC and Advisor desire to establish terms governing the disclosures of any Confidential Exempt Information shared with the Advisor and any Confidential Advisor Information shared with the MEDC.

NOW, THEREFORE, in consideration of the covenants set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound, the Parties agree as follows:

1. The Advisor shall (a) hold any Confidential Exempt Information in strict confidence

using at least the same care and caution she/he affords its own confidential information, but in no case less than a reasonable degree of care; (b) take any and all steps which may be necessary and reasonable to protect such Confidential Exempt Information; (c) use such Confidential Exempt Information only in connection with facilitation of the applicable Development Project at a Michigan locality; and (d) reproduce Confidential Exempt Information only to the extent necessary in connection with the applicable Development Project and as may be required under the Act or pursuant to a subpoena or Court order. For the avoidance of doubt, this Agreement shall apply to Confidential Exempt Information provided to the Advisor by the MEDC, a State of Michigan department or agency, a local regional economic development organization, and/or a local unit of government including, but not limited to, a city, township, or county. If Advisor is a “public body” within the meaning of the Michigan Freedom of Information Act, Act 442 of 1976, (the “Act”), Advisor agrees to maintain a description of each document comprising the Confidential Exempt Information in a central place and otherwise comply with the requirements of MCL 15.243(1)(f)(iii) and agrees to claim any and all applicable exemptions from disclosure available at law, including without limitation, MCL 15.243(1)(e) (furnished by public body exemption) and MCL 15.243(1)(f) (trade secret exemption).

2. Subject to Section 3(a) below, the Advisor will use her/his best efforts to keep confidential (i) the fact that Confidential Exempt Information for any applicable Development Project has been made available to the Advisor, (ii) the fact that the MEDC is discussing a Development Project with any certain Company, (iii) any of the terms, conditions or other facts with respect to a Development Project or other related transactions, including the status thereof, whether included in the Confidential Exempt Information or not, and (iv) the identity of any Company considering a Development Project. If the dissemination of any such information provided in the preceding sentence is required by law or court order, the Advisor will only provide the ~~minimum~~ amount of information necessary to comply with the applicable law or court order, and then only after first providing the MEDC the required notice specified in Section 3(d) below.

~~3.~~ The obligations with respect to the Confidential Exempt Information under this Agreement shall not apply to any Confidential Exempt Information which the Advisor can prove by a written evidence: (a) is in the public domain (provided that such information has not or does not come into the public domain as the result of a disclosure by the Advisor); (b) is received by the Advisor on a non-confidential basis from a source other than the MEDC, the applicable Company, a State of Michigan department or agency, a local regional economic development organization, or a local unit of government including, but not limited to, a city, township, or county (provided that such source is not bound by a confidentiality agreement with the applicable Company or another party); (c) has been approved for release by written consent of the applicable Company or the MEDC; or (d) is required to be disclosed by court order or by operation of law (including but not limited to the Act), provided that promptly following receipt of a legal request and prior to making such disclosure, the Advisor has notified the MEDC of such request so that the MEDC or the applicable Company may take action to safeguard its interests, and the Advisor shall cooperate with the MEDC and the applicable Company in seeking to preserve the confidentiality of the Confidential Exempt Information. However, Advisor shall provide Confidential Exempt Information it is required to disclose in response to a request under the Act, or pursuant to a subpoena or Court order, within the time-period required by law, unless otherwise provided in a Court Order prohibiting Advisor from making such disclosure.

4. Within ten (10) days following the receipt of a written request from the MEDC or upon the termination of this agreement, but subject to any records retention requirements required by law, the Advisor shall destroy all such Confidential Exempt Information, and provide written certification to the MEDC that such Confidential Exempt Information has been destroyed. That portion of the Confidential Exempt Information which has been incorporated into analyses, compilations, comparisons, studies or other documents prepared by the Advisor or its employees and agents shall be held by the Advisor and kept confidential as provided in this Agreement and shall not be used for any reason other than in connection with the Development Project.

5. The Advisor agrees that its obligations hereunder are necessary and reasonable to protect the MEDC, the applicable Company(s), and the opportunity that the State of Michigan may have to secure Development Projects and expressly agrees that monetary damages might be inadequate to compensate the MEDC and/or Company(s) for any breach of any covenant or agreement set forth herein. The Advisor agrees and acknowledges that any such violation or threatened violation may cause irreparable injury to the MEDC and the applicable Company and that, if ~~deemed appropriate~~ ordered by the court presiding over the matter, the MEDC and/or the applicable Company (in addition to any other rights and remedies that may be available at law or in equity) may be entitled to seek injunctive relief against the threatened breach of this Agreement or the continuation of any such breach.

~~To the extent allowable by law, Advisor and its successors and assigns shall, jointly and severally, indemnify, defend, and hold the MEDC, its agents, representatives, employees, officers and directors (collectively the “Indemnified Parties”), harmless from and against any and all claims, liabilities, penalties, fines, losses, damages, and expenses, together with costs and expenses related thereto (including costs of defense, settlement, and reasonable attorneys’ fees necessarily incurred in relation to such claims) arising from a breach of its obligations under this Agreement, or incurred in connection with the application of the Act to the Confidential Exempt Information, and including without limitation any third party claims to the extent that such claims are attributable to Advisor’s breach of this Agreement, intentional misconduct, gross negligence, or negligence in connection with its obligations under this Agreement. Advisor shall promptly notify the MEDC of any such third party claims, whether threatened or actually asserted, and shall tender the defense thereof to the MEDC, and cooperate in the defense thereof.~~

6. The Advisor may voluntarily provide the MEDC with ~~trade secrets or commercial or financial~~ information for use in developing governmental policy which it ~~desires to be kept~~ is permitted to keep confidential by the Act and which are listed in Exhibit A of this Agreement (“**Confidential Advisor Information**”). The MEDC will use good faith efforts to not share such Confidential Advisor Information with third parties. However, the MEDC may share Confidential Advisor Information with governmental units or MEDC partners or advisors, provided that the MEDC enters into a confidentiality agreement with that entity. The Parties may agree ~~that the MEDC may~~ from time to time update Exhibit A with additional or

amended Confidential Advisor Information. The MEDC's obligations with respect to Confidential Advisor Information shall not apply to any information or document which: (a) is in the public domain (provided that such information has not or does not come into the public domain as the result of a disclosure by the MEDC); (b) is received by the MEDC on a non-confidential basis from a source other than the Advisor; (c) has been approved for release by consent of the Advisor; (d) is required to be disclosed by court order or by operation of law (including but not limited to the Act); (e) the MEDC provides to a Company for the purpose of a Development Project; or (f) is provided by the MEDC to the Michigan Strategic Fund for the purpose of incentive consideration. The MEDC agrees that its obligations hereunder are necessary and reasonable to protect the applicable Advisor and expressly agrees that any such disclosure or prohibited disclosure of the Confidential Advisor Information prohibited by this Agreement may cause irreparable injury to the Advisor and that, if ~~deemed appropriate~~ ordered by the court presiding over the matter, the Advisor (in addition to any other rights and remedies that may be available at law or in equity) may be entitled to seek injunctive relief against the threatened disclosure. Notwithstanding any provisions of this Agreement, in no event shall the MEDC be liable to the Advisor for any indirect, punitive, special, or consequential damages.

7. This Agreement shall be governed and interpreted under the laws of the State of Michigan, without regard to its choice of law provisions.

8. The Agreement shall continue to be effective until the ~~tenth~~ fifth-year anniversary of the Effective Date; provided, however, that the Advisor's confidentiality obligations with respect to the Confidential Exempt Information and the items listed in Section 2 of this Agreement shall survive for an additional three (3) years following expiration of this Agreement.

9. This Agreement constitutes the entire understanding between the Advisor and the MEDC hereto as to Confidential Exempt Information and Confidential Advisor Information and merges all prior discussions between them relating thereto. No amendment or modification of this Agreement shall be valid or binding on the parties unless made in writing and signed on behalf of each of the parties by their respective duly authorized officers or representatives.

10. This Agreement may be signed in one or more counterparts and delivered by facsimile or in PDF form, and in any such circumstances, shall be considered one document and an original for all purposes.

11. No failure or delay by any Party hereto in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right, power or privilege hereunder.

12. Each respective Company is made a third-party beneficiary to this Agreement; provided, however, that the rights of each Company as third-party beneficiary shall be construed to the narrowest extent possible and such rights shall be limited to the express terms providing such

Company rights to protect its Confidential Exempt Information and further only as set forth in the following Sections: 3(d), 4, 5, and 11. No Company shall have the right to require the MEDC to assert any right on its behalf or to assert any right that is not expressly granted to such Company under this provision.

IN WITNESS WHEREOF, the Parties have executed and delivered this MEDC Development Projects Advisor Confidentiality Agreement effective as of the date first written above.

MICHIGAN ECONOMIC DEVELOPMENT CORPORATION:

CEO

ADVISOR

Signature: _____

Name: _____

Title: _____

EXHIBIT A

CONFIDENTIAL ADVISOR INFORMATION



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

DATE: 05/12/2025

DEPT: Special Services

RE: Consideration of Employment for Emma Watt

ADMINISTRATIVE SUMMARY

- The Department of Special Services has followed all City policies and procedures in establishing an eligibility list of qualified candidates. This includes advertising in the local newspapers, posting on websites and on social media, distribution of job announcements at Farmington Public Schools and Oakland County Community College. A thorough investigation of the applicant's credentials and a personal interview were conducted. Providing applicants are equally qualified, residents receive preference for employment opportunities.
- Occasionally we have some difficulty finding qualified applicants for part-time positions because they may require certain qualifications or specialized training/certification, and the work hours typically include nights and/or weekends. Therefore, in view of meeting the established criteria and being the most qualified applicant, the Department of Special Services respectfully requests the City Council's approval of Emma Watt.

Name: Emma Watt

Position Applied For: Camp Instructor (Archery Camps)

Number of Employees Needed in this Position: 4

Date Position Posted: 3/01/2025 Open Until: Filled

Number of Applicants for this position: 1

Number of Applicants Interviewed: 1

Salary: \$13.50/hr.

Relationship: Emma Watt is the daughter of Michael Watt who is employed in the Recreation Division of Special Services as an Archery Instructor.

Justification: Emma Watt is the most qualified applicant and is available to begin work immediately.

RECOMMENDATION

- IT IS RESOLVED that the City Council of Farmington Hills hereby approves an employment request per Section 10.01A of the City Charter for Emma Watt, who is related to an employee of the City, Michael Watt, who is an Archery Instructor for Special Services.

Prepared by: Liesl Blankenship, Recreation Specialist

Department Approval: Ellen Schnackel, Director of Special Services

Executive Approval: Gary Mekjian, City Manager



CITY MANAGER'S REPORT TO MAYOR AND COUNCIL

DATE: 05/12/2025

DEPT: Special Services

RE: Consideration of Employment for Sydney Unruh

ADMINISTRATIVE SUMMARY

- The Department of Special Services has followed all City policies and procedures in establishing an eligibility list of qualified candidates. This includes advertising in the local newspapers, posting on websites and on social media, distribution of job announcements at Farmington Public Schools and Oakland County Community College. A thorough investigation of the applicant's credentials and a personal interview were conducted. Providing applicants are equally qualified, residents receive preference for employment opportunities.
- Occasionally we have some difficulty finding qualified applicants for part-time positions because they may require certain qualifications or specialized training/certification, and the work hours typically include nights and/or weekends. Therefore, in view of meeting the established criteria and being the most qualified applicant, the Department of Special Services respectfully requests the City Council's approval of Sydney Unruh.

Name: Sydney Unruh

Position Applied For: Camp Coordinator

Number of Employees Needed in this Position: 2

Date Position Posted: 2/27/2025 Open Until: Filled

Number of Applicants for this position: 6

Number of Applicants Interviewed: 6

Salary: \$17.00/hr.

Relationship: Sydney Unruh is the daughter of Jon Unruh who is employed in the Fire Department.

Justification: Sydney Unruh is the most qualified applicant and is available to begin work immediately.

RECOMMENDATION

- "IT IS RESOLVED that the City Council of Farmington Hills hereby approves an employment request per Section 10.01A of the City Charter for Sydney Unruh, who is related to an employee of the city, Jon Unruh, who is the Fire Chief for the Fire Department.

Prepared by: Shelby Wilson, Recreation Specialist

Department Approval: Ellen Schnackel, Director of Special Services

Executive Approval: Gary Mekjian, City Manager

**MINUTES
CITY OF FARMINGTON HILLS
FARMINGTON HILLS CITY COUNCIL
THE HAWK – 3rd FLOOR CONFERENCE ROOM
APRIL 28, 2025 – 6:00PM**

The study session of the Farmington Hills City Council was called to order by Mayor Rich at 6:00pm.

Council Members Present: Aldred, Boleware, Bridges, Bruce, Dwyer, Knol and Rich

Council Members Absent: None

Others Present: City Manager Mekjian, Assistant City Manager Mondora, City Clerk Lindahl, Directors Skrobola and Schnackel, Police Chief Piggott, and City Attorney Joppich

DISCUSSION ON AMENDMENT TO THE SMOKING LOUNGE ORDINANCE

Referencing her April 28, 2024 background memorandum, Clerk Lindahl introduced this agenda item, explaining that the Clerk's office recently received an application for both a liquor license and a smoking lounge license for a proposed upscale cigar bar at 28970 Orchard Lake Road. Although City Council previously eliminated the bona fide restaurant requirement from the liquor license ordinance to accommodate such establishments, the current smoking lounge ordinance still prohibits alcohol consumption. In 2022, Council acknowledged this restriction might unintentionally exclude cigar bars and agreed to revisit the issue. Given the recent change to liquor license eligibility and past discussions, Council is now being asked to consider amending the smoking lounge ordinance to permit alcohol consumption in such venues. A draft amendment and related meeting minutes have been provided for review.

City Attorney Joppich explained that the draft ordinance will remove 5 words from the existing ordinance: "The use of marijuana products, of any kind, shall not be allowed."

Council discussion:

- Council supported allowing alcohol consumption in cigar bars, viewing it as an opportunity to attract younger residents and modern, upscale businesses. This was a long-overdue step toward making the city more competitive with surrounding communities.
- In response to questions, City Attorney Joppich explained that a Class C license alone does not prevent smoking, but cigar bars must comply with both state tobacco regulations and the city's smoking lounge ordinance. Two separate regulatory tracks are involved: one for alcohol and one for smoking.
- Clerk Lindahl noted the applicant is currently working with state departments to clarify certification requirements, particularly regarding health department regulations linked to indoor smoking.
- The city's smoking lounge ordinance limits operating hours to 10 a.m.–11 p.m.; this will remain in place.
- Only one Class C license remains, but the city may seek additional licenses through redevelopment-based opportunities.

Council reached consensus to place the amendment to the smoking lounge ordinance on the May 12 regular meeting agenda for a first reading.

REVIEW OF BUDGET PROCESS

Finance Director Skrobola recommended shifting the City Council's annual goal-setting session from January to September to better align with the City's internal budget development timeline. By January, departments have already submitted most personnel and capital improvement requests, limiting the ability for Council's priorities to influence the forthcoming budget cycle. Early strategic input would help departments plan more effectively and align projects and personnel with Council's direction.

Council Member Bridges requested that future budget presentations include analysis of the City's financial condition, surplus management strategies, and legacy cost obligations.

Knol noted that moving goal setting to September would allow Council priorities to inform the Capital Improvement Plan (CIP) process, which begins in November and is reviewed by the Planning Commission in January. This timing would improve coordination for large capital items such as parks, facilities, and infrastructure projects.

Council supported the rationale in non-election years but noted challenges during election years when new council members seated in November could significantly change goals set by the previous Council only two months before. A two-step approach was suggested: initial goal setting in September with a follow-up session in January if warranted. It was also suggested to alternate goal-setting dates – September in non-election years, and January following the election in election years.

Mayor Rich asked staff to investigate what the City's benchmark communities do regarding goal-setting timing and provide a summary memo for Council review. She also suggested scheduling a special meeting to discuss this potential change.

DISCUSSION ON COST SHARE WITH CITY OF FARMINGTON

Referencing his April 23, 2025 memorandum, Finance Director Skrobola reviewed the cost-sharing arrangements between Farmington Hills and the City of Farmington:

- Information Technology and Fire/EMS: recently updated, with no adjustments recommended.
- Share Police Dispatch: Agreement is over 10 years old, with the City of Farmington paying ~14% of dispatch personnel costs, which is commensurate with the City of Farmington's share. No adjustments recommended.
- Special services: The current approach dates to a 2008 study by Plante Moran. The arrangement allows City of Farmington residents to participate in Recreation Programs, Senior Programs, and Cultural Arts offered by the City of Farmington Hills at the resident rate. In exchange, the City of Farmington contributes to the overall cost of these programs and provides an annual \$30,000 stipend for maintenance of the Hawk Facility. There was no documentation showing how the \$30,000 amount was determined.
- In fiscal year 2023–24, the total cost of the three programs (Recreation, Senior, and Cultural Arts) was \$6.44 million. Farmington's share of the cost is calculated using a formula based on the average of the two cities' Taxable Values and Populations, which resulted in a 10.74% allocation—or \$692,407—for Farmington. However, due to a 3% annual inflation cap on cost increases, Farmington's actual financial obligation is limited to \$362,608. Continuation of this cost-sharing model is not recommended.

Alternate Approach A – Full Allocation (not recommended):

Under Alternate A, the City of Farmington would help pay for the entire budget of Farmington Hills' Special Services Department, not just the Recreation, Senior, and Cultural Arts programs.

For fiscal year 2023–24, the total cost of Special Services was \$16.64 million. Based on Farmington's share of population and property value, their portion would be 10.74%, or about \$1.788 million. Farmington would receive credit for what its residents already pay directly for the programs currently included in the agreement (Recreation, Seniors, and Cultural Arts). This credit is estimated to be about \$500,000, with the potential for additional credits if resident usage of other services like golf or the ice arena is tracked.

After applying these credits and comparing to the current payment of \$362,000, this would result in an estimated annual increase of around \$900,000. To manage future costs, a 3% cap on annual increases would continue. Any large new expenses—such as the cost of building a new facility—would be negotiated separately.

Alternate Approach B – One-Time Adjustment (recommended)

This approach keeps the focus only on the Recreation, Senior, and Cultural Arts programs already included in the current agreement, but removes the 3% annual inflation cap *just once* to allow for a fairer cost-sharing arrangement. This one-time adjustment is proposed because these programs have grown significantly in size and quality since the opening of the Hawk facility, and Farmington residents have benefited from this by continuing to pay resident rates.

Under this proposal, Farmington would begin contributing the full 10.74% share for just those three program areas. That would increase their contribution from \$362,608 to \$692,407—a rise of about \$330,000 per year. This increase could be phased in gradually over three to five years to ease the financial impact.

Unlike the first option, no additional credits would be given for resident usage—Farmington residents would continue to get resident pricing for these programs. As with Option A, the 3% annual cap would resume after the adjustment, and any major new expenses would be discussed and agreed upon separately.

A full explanation of these options is given in the background memo, and Assistant City Manager Mondora added that as a courtesy a copy of the memo was given to the City of Farmington.

Council discussion:

Dwyer suggested that the City talk to the City of Farmington, get input from them, and then come back to Council for further discussion.

In response to questions regarding available data that might track City of Farmington Use, Special Services Director Schnackel said that precise data regarding City of Farmington use was not available, but she could generate more detailed information if requested. The City did know that roughly 71% of registered users are from Farmington or Farmington Hills combined and that more detailed data could be generated through existing systems.

Council expressed appreciation to the City of Farmington for the value it brings to area, and reaffirmed the importance of preserving the cooperative relationship between the two cities. However, the City of

Farmington needs to pay its fair share. The current Farmington contribution of \$362,000 is disproportionately low compared to the \$6.44 million in services offered.

Council Member Knol pointed out that Farmington Hills made significant decisions—such as expanding services and building new facilities—without first consulting Farmington. While fiscal fairness is important, Knol cautioned that the cities must also preserve the trust and strength of their long-standing partnership.

Council Member Knol highlighted the cultural and economic value that Farmington brings to the region, citing events like the Founders Festival and Harvest Moon as key community draws that benefit both cities. Knol noted that a vibrant downtown Farmington increases demand for housing in Farmington Hills and enhances quality of life for all residents. While a new funding proposal should be presented to Farmington, it must be done with an appreciation of mutual benefit and shared interest, emphasizing negotiation over imposition.

Council Member Bridges agreed with Knol's remarks, reiterating the reciprocal nature of the relationship and supporting Council Member Dwyer's suggested approach—presenting the analysis to Farmington for review and feedback before returning to Council for further discussion.

Mayor Rich offered additional context, pointing out that the current \$30,000 contribution from Farmington was added in 2020 when the Hawk facility opened, without actually doing a comprehensive reassessment. Adjusting the original \$362,000 contribution from 2009 for inflation would have brought the total to \$438,000 in 2020, suggesting that even the augmented contribution falls short. She emphasized that Farmington Hills residents may not realize the extent to which they are subsidizing services for Farmington and called for a thoughtful renegotiation based on fairness. Mayor Rich confirmed she had already reached out to Farmington's mayor as a courtesy and expressed strong support for continuing the conversation collaboratively.

The Council collectively supported engaging Farmington in a respectful, data-drive discussion to help determine a revised and equitable funding model.

ADJOURNMENT

The Study Session meeting was adjourned at 6:52pm.

Respectfully submitted,

Carly Lindahl, City Clerk

MINUTES
CITY OF FARMINGTON HILLS
CITY COUNCIL MEETING
THE HAWK – HARRISON HALL
APRIL 28, 2025 – 7:30 PM

The regular session of the Farmington Hills City Council was called to order by Mayor Rich at 7:31PM.

Council Members Present: Aldred, Boleware, Bridges, Bruce, Dwyer, Knol, and Rich

Council Members Absent: None

Others Present: Assistant City Manager Mondora; City Clerk Lindahl; Directors Kettler-Schmult, Schnackel, Skrobola and Sullen-Winn; Police Chief Piggott, Fire Chief Unruh and City Attorney Joppich

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Deputy Fire Chief Jason Olszewski

APPROVAL OF REGULAR SESSION MEETING AGENDA

MOTION by Bridges, support by Boleware, to approve the agenda as published.

MOTION CARRIED 7-0.

PROCLAMATION RECOGNIZING APRIL 2025 AS AUTISM ACCEPTANCE MONTH

The following proclamation was read by Councilmember Bruce and accepted by Dorene Forster, Principal of Visions Unlimited, who thanked Council for recognizing and welcoming individuals with autism in Farmington Hills.

**PROCLAMATION
Autism Acceptance Month
April 2025**

WHEREAS, autism is a neurodevelopmental condition that affects how individuals perceive the world, communicate, and interact with others; and,

WHEREAS, autism is characterized by a range of differences in social interaction, communication, sensory processing, and behavior, with each individual's experience being unique and enriching our community through their diverse perspectives, talents, and abilities; and,

WHEREAS, individuals across all racial, ethnic, and socioeconomic backgrounds are impacted, with the Centers for Disease Control and Prevention estimating that 1 in 36 children may have autism; and,

WHEREAS, promoting acceptance and inclusion of individuals with autism enhances the quality of life for everyone and strengthens the fabric of our community; and,

WHEREAS, Autism Acceptance Month is an opportunity to emphasize the importance of inclusion, understanding, and appreciation for the neurodiverse community; and,

WHEREAS, the City celebrates people of all abilities and recognizes the importance of creating an inclusive and supportive community that reflects the City's commitment to being a place where everyone is welcome.

NOW, THEREFORE, BE IT RESOLVED that I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim April 2025 as Autism Acceptance Month and acknowledge that individuals with autism and their families are valued members of the City of Farmington Hills, who contribute to, strengthen and enrich our community. Their acceptance and inclusion will be championed not only during the month of April, but throughout the entire year.

PROCLAMATION RECOGNIZING MAY 4, 2025 AS INTERNATIONAL FIREFIGHTERS DAY

The following proclamation was read by Councilmember Bridges and accepted by Deputy Fire Chief Jason Olszewski:

**PROCLAMATION
International Firefighters' Day
May 4, 2025**

WHEREAS, on May 4, International Firefighters' Day is observed to honor firefighters and emergency medical personnel who risk their lives to protect our community; and,

WHEREAS, the Farmington Hills Fire Department responds to thousands of calls each year for fires, medical assistance, and hazardous materials incidents, demonstrating courage and skill under pressure; and,

WHEREAS, the Farmington Hills Fire Department is committed to making every day a training day, completing 20,000 hours of training in 2024, ensuring they are prepared to support the community and meet modern challenges; and,

WHEREAS, firefighters not only extinguish fires and treat the injured but also lead vital fire prevention education programs in our schools and throughout the community, install smoke alarms for residents, teach community members CPR, AED and tourniquet skills, and give back through volunteerism; and,

WHEREAS, the safety, wellbeing, and resilience of our community depend on the professionalism, dedication, and teamwork of our fire personnel; and,

WHEREAS, International Firefighters' Day reminds us to support these public servants and to reflect on our own role in preventing fires through smoke alarm maintenance, safe cooking practices and community preparedness.

NOW, THEREFORE, BE IT RESOLVED that I, Theresa Rich, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim May 4, 2025, as **International Firefighters' Day** in Farmington Hills. I call upon all community members to thank our firefighters for their dedicated service and to renew their personal commitment to fire safety and prevention.

Deputy Fire Chief Olszewski thanked Council for this proclamation, and spoke on behalf of the City's Firefighters, who day after day put their lives on the line, rushing toward danger, while others seek safety. Deputy Fire Chief Olszewski also spoke of the importance of properly functioning smoke and carbon monoxide alarms, which save lives.

ANNOUNCEMENTS/PRESENTATIONS FROM CITY BOARDS, COMMISSIONS AND PUBLIC OFFICIALS

None

CORRESPONDENCE

Council had received correspondence from the following individuals regarding the current conversation relative to deer management in the City. As of 11am this morning, correspondence had been received from:

Amanda Poisson, Amber Osborn, Barbara Burke, Brittany Loepker, Dana Tillery, David Shenkenberg, Denise & Jim Moll, Denise Weiss, Elise Payton, Erin King, Grace Kahler, Joe Derek, John Moody, Moyce Mogill, Julie Pierpoint, Kerrie & Family, Kim Korona, Kristina Myslinski, Larry Mihalko, Laura & Jim Paulson, Lital Michaeli, Luda Livshiz, Vickey Livernois, Bill Hass, Bob Miller, Carla & Russell Nicholls, Cecilia Gaglio, Chandra Kanumuri, Christina Hale, Christina Herter, Elaine Green, Irina Stiop, Jeff & Denise Berthiaume, Jim & Tammy Soave, John Halo & Cornelia Boyce, Joseph Carbone, Julie Backalar, Kelly Skender, Linda Kato, Marilyn Childers, Mary Ann Damman, Mary Margaret Serpento, Melinda Snyder, Michael Brahm, Michael Bundy, Michele Green, Richard Stec, Amy Lazet, Benta Niemi, Lydia Read, Rakhi Shah, Sally Howell, Sandra Giardini, Rena Ban, Debbie Lim, Jan Mordenski, Tim, Cynthia & Salvatore Talerico, Nicole Carroll, Nancy Miller, Ryan Waitz, Tanya McCue, Susan Zebari-Hurd and Amal Botres, Margaret Telford, Marilyn Smith, Marisa Palance, Mark Deisinger, Melissa Burke, Melissa Matkovich, Melissa Smith, Michael Madigan, Michele Elwood, Michelle Dimaria, Miriam Skimin, Paul Jordan, Rachel Bush, Rachel Lussier, Ryan Jerrell, Sandi Nance, Sandra Breitmeyer, Sandra Ozog, Shahram Zarei, Stephanie Pittmann, Sue Piotrowski, Tim Saling, Alex Kern, Monika Sipe, Neeraj Gupta, Noel Dockett, Nutan Shah, Oscar & Nellda Walters, Patricia Powers, Patrick Switlik, Randolph O'Dell, RB, Roshni Shah, Roxanna Bundy, Somer Myers, Sonia Hernandez, Sue A, Susan Ersher, Susan Keller, Suzanne Robinson, Tyson Wyant, Beatrice Potter, Cheri Chandler, Kelly Goldberg, Marie Groves, Ramesh Shah

Regarding other correspondence, Council Member Bridges said he had received an email from a resident writing about standing water and a catch basin. The resident would like help with this situation and also wanted to know when her road is going to be repaired. Council Member Bridges passed the communication to city staff.

CONSENT AGENDA

MOTION by Bridges support by Knol, to approve the consent agenda items #7 through #15 as read by Mayor Pro Tem Dwyer.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

MOTION by Bruce, support by Boleware, to approve the consent agenda items #16 & #17 as read by Mayor Pro Tem Dwyer.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: NONE
Abstentions: BRIDGES

MOTION CARRIED 6-1.

CONSENT AGENDA ITEMS FOR DISCUSSION

There were no consent agenda items for discussion.

COUNCIL MEMBERS' COMMENTS AND ANNOUNCEMENTS

Council Member Boleware just received a text from George Curran, who wanted her to mention that he submitted his position to Council on the Deer Management Program.

Council Member Bruce announced he will host another coffee hour on Saturday at Panera Bread from 10:00 a.m. to 12:00 p.m., inviting residents to discuss any City-related topics in an informal setting. The gathering is not affiliated with any campaign, but is simply an opportunity for open conversation.

Council Member Bridges reported on the following:

- There is ongoing anxiety among seniors in the community about the future of the Costick Center. He has spoken with the City Manager and Director Schnackel on the need to improve communication with seniors.
- A schedule of upcoming events and updates related to the Costick Center study will be prepared and distributed via *The Messenger* and email lists to keep residents informed.
- Bridges attended the Economic Development Committee meeting and shared that a market study on the Grand River Corridor has been completed, identifying demand for new retail—particularly a grocery store—on the city's south side.
- The City is also examining ways to revitalize 12 Mile Road, where many office complexes remain only partially occupied due to shifts in work patterns post-COVID; zoning amendments are being prepared to encourage new uses in the area.
- A separate market study is currently underway for Orchard Lake Road between 12 and 14 Mile to explore redevelopment opportunities.

Mayor Rich reported that, as discussed during the last study session, the City plans to consolidate voting precincts beginning in 2026. In preparation for this change, she attended both the Republican and Democratic club meetings to inform them of the change in advance, allowing them to begin discussions on what to do with precinct delegates.

CITY MANAGER UPDATE

City Manager Mekjian made the following announcements:

- A community survey is currently available on the City's website to help assess the needs for a potential new Senior Recreation and Wellness Center. Residents can access the survey at www.fhgov.com under the "Latest News" section.
- With construction season officially underway, residents were reminded to drive cautiously through work zones. He noted that last week was National Work Zone Awareness Week and emphasized the importance of safety while traveling through the community.

NEW BUSINESS

CONSIDERATION OF ADOPTION OF A RESOLUTION REGARDING A CHARTER AMENDMENT FOR A PUBLIC SAFETY MILLAGE RENEWAL TO BE PLACED ON THE NOVEMBER 4, 2025 BALLOT. CMR 4-25-69

City Attorney Joppich explained that this resolution concerns the renewal of the public safety millage originally approved by voters in November 2015. The 10-year millage term is set to expire in 2026, and the proposed resolution would place a ballot question on the November 2025 ballot to renew the millage at the original rate of 1.4764 mills. The ballot language, which complies with the statutory requirement to remain under 100 words, is included in the resolution and would enable continued funding for public safety purposes as permitted by the City Charter.

If adopted, the resolution must be submitted to the Governor and the Attorney General for review and approval before the proposal can be placed on the ballot. City Attorney Joppich noted that the early timing is intended to accommodate that review process and to allow the City Clerk sufficient time to coordinate with the county. He also reminded Council that state law requires a three-fifths majority—five affirmative votes—for the resolution to pass.

MOTION by Aldred, support by Bruce, that the City Council of Farmington Hills hereby approves the ballot language and adopts a resolution regarding a Charter Amendment for the renewal of the Public Safety Millage, as prepared by the City Attorney, that would fully restore the Public Safety Millage back to a millage rate of 1.4764.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

CONSIDERATION OF APPROVAL OF THE SECOND MODIFICATION OF CONSENT JUDGMENT - HOLOCAUST MEMORIAL CENTER. CMR 4-25-70

Planning and Community Development Director Kettler-Schmult presented the second modification to the consent judgment for the Holocaust Memorial Center, located on Orchard Lake Road just north of 12 Mile Road. The modification pertains specifically to changes in the design and dimensions of existing signage on the property. A portion of the existing sign would be removed and replaced. Supporting materials and visual slides were included in the meeting packet and presentation.

Rabbi Eli Mayerfeld, CEO of the Holocaust Memorial Center, was present and responded to Council questions:

- The material will be black granite.
- The modification request includes an increase in height for the new sign on the north side of the street, which exceeds the dimensions currently permitted under the original consent judgment.

MOTION by Knol, support by Bridges, that the City Council of Farmington Hills hereby approves and authorizes the City Manager and City Attorney to sign, on behalf of the City, the Second Modification of Consent Judgment and take such actions as are necessary to submit the same to the Oakland County Circuit Court for entry and recording.

MOTION CARRIED 7-0.

CONSIDERATION OF ADOPTION OF A RESOLUTION FOR DEER MANAGEMENT WITHIN THE CITY OF FARMINGTON HILLS. CMR 4-25-71

Deputy Director of Special Services Farmer led tonight's discussion. Chad Fedewa and Kara Colton, wildlife biologists for Michigan Department of Natural Resources, were also present.

Utilizing a PowerPoint presentation, Deputy Director Farmer provided a detailed overview of the City's long-term efforts and current rationale behind the proposed deer management program.

- Since 2014, the City has studied the issue of deer overpopulation and its impact on safety, the environment, and residents' quality of life.
- The City initially consulted with the DNR for guidance and adopted several best practices based on state and regional feedback, including the model used in Ann Arbor.
- A collaborative regional approach was initiated with the creation of the Oakland County Urban Deer Coalition, which later expanded into the Southeast Michigan Urban Deer Coalition.
- In 2022, the City participated in a seven-county SEMCOG survey on deer management that received over 13,000 responses, with nearly 3,000 from Farmington Hills residents.
- The State of Michigan has recognized the deer population issue as a statewide concern. The DNR and the Natural Resource Commission formed the Deer Management Initiative (DMI), later known as the Deer Advisory Team, which consists of stakeholders from both the Lower and Upper Peninsulas.
- Among the non-regulatory recommendations that emerged was the expansion of urban deer hunting opportunities and a call for a consistent, statewide urban deer management plan to replace the patchwork of city-specific strategies.

Deputy Director Farmer outlined a comprehensive list of public education efforts the City has conducted over the past decade:

- In 2009, following the retirement of the City's naturalist, the Special Services Department—Recreation Division assumed responsibility for the Nature Center. Since then, the department has

significantly expanded programming and helped establish the facility as one of the premier nature centers in the region. The Nature Center has welcomed hundreds of thousands of visitors since becoming part of the Recreation Division, and the Nature Center offers many programs, including ongoing deer education:

- Installation of a deer enclosure at Heritage Park to demonstrate the impact of deer browsing on native plants.
- Educational content related to deer includes topics such as deer diet, behavior, habitat loss and degradation, the effects of high deer populations on natural resources, and current issues such as disease, hunting, baiting, vehicle collisions, and landscape impacts. Guidance is also provided on deer-resistant plants and stewardship practices.
- Programs include adult education sessions, children's activities, collaborations with Oakland County Community College, and annual programs like "Oh Deer, Santa's Here," with 1200 participants since 2021.
- The Recreation Division offers an adult nature education series, which has included six deer-focused sessions.
- Annual installation of protective barriers on trees to mitigate deer damage.
- Informational exhibits, social media outreach, cable TV segments, and regular updates on the City's website.
- Staff have delivered presentations to community organizations such as the Exemplar Club and the Optimist Club, and the City has hosted several DNR-led presentations.
- Placement of deer crossing signs based on data trends from accident reports, along with ongoing community presentations and plans for future public awareness tools such as QR codes in the activity guide and potential electronic signage.

Deputy Director Farmer summarized the reasons for proactive deer management using three primary categories: safety, environmental protection, and financial impacts.

- **Safety:** Increasing numbers of deer-vehicle collisions have been reported both in Oakland County and within Farmington Hills. Michigan State Police estimate that fewer than one in three such incidents are reported, suggesting the problem is more widespread than documented.
- **Nature:** High deer populations have led to serious degradation of natural habitats, particularly in areas like Heritage Park. Browsing has resulted in significant losses of saplings and native vegetation, increased vulnerability to invasive species, and declines in bird populations and pollinators.
- **Cost:** Residents have reported damage to personal property, injuries to pets, and vehicle damage. Many expect the City to help mitigate these costs, creating additional pressure to take action.

The 2016 SEMCOG (Southeast Michigan Council of Governments) survey revealed that 73% of Farmington Hills respondents expressed concern about deer impacts, citing vehicle collisions, disease risk (including Lyme disease), landscape destruction, and broader ecological damage. The City also worked with environmental consultants such as PlantWise to assess habitat loss, and images of heavily browsed areas illustrate the clear impact of deer overpopulation on groundcover, forest regeneration, and biodiversity.

DNR Biologist Fedewa provided further context on the DNR's role in supporting municipalities with urban deer management. Over the past 10 to 15 years, southern Michigan communities have experienced a noticeable increase in deer populations and related negative impacts, such as damage to landscapes, public safety issues, and resident complaints.

- Mr. Fedewa emphasized that the DNR does not advocate for or against specific actions but instead offers science-based guidance and outlines management options.
- The first recommended approach is public education, promoting coexistence and use of mitigation strategies such as fencing and repellents.
- As deer populations grow, and such methods become insufficient, more active measures are considered.

DNR Biologist Fedewa reviewed several commonly proposed non-lethal options and why the DNR does not recommend or approve them:

- Trap-and-relocate programs are not permitted due to disease transmission risks and high stress on animals relocated to unfamiliar environments.
- Contraceptives are not approved for use in Michigan and have not proven effective or practical due to the need for repeated dosing.
- Sterilization, involving surgery on sedated deer, has also been found ineffective in open populations where new deer continually enter, preventing meaningful reductions in herd size.

The DNR supports two effective and permitted methods for population control in urban settings: managed archery hunting and culling through special permits.

- Numerous communities in Michigan, including East Lansing, Jackson, and Meridian Township, have adopted these strategies.
- Meridian Township began an archery program in 2011 and added culling in 2020 after realizing that archery alone was insufficient.
- As a result of the combined approach, vegetative health indicators improved, and more than 6,000 pounds of venison from culled deer were donated to local food pantries in the previous year.

Deputy Director Farmer summarized local trends and resident perspectives:

- Data from Oakland County shows a growing number of deer-vehicle collisions, with similar increases observed within Farmington Hills.
- Michigan State Police estimate that fewer than one in three such collisions are reported, suggesting actual totals are higher.
- Collisions are spread throughout the city, not concentrated in one area.
- Combined responses from the City's 2016 survey and the 2022 SEMCOG survey totaled over 5,600 responses, including nearly 3,000 from Farmington Hills residents. Of those respondents, 73% expressed concern about deer-related issues, citing vehicle collisions, tick-borne illnesses, landscape damage, and ecological harm.
- Environmental consultants from PlantWise documented visible damage in city parks, particularly Heritage Park and Woodland Hills Nature Park, where deer browsing has severely degraded natural habitats. Evidence shows a loss of saplings, and continued degradation can result in up to 80% loss of ground cover, increased presence of invasive species, decreased bird populations, and reduced pollinator activity.

Deputy Director Farmer provided an overview of ongoing research and upcoming implementation plans for managing the deer population. He highlighted the City's partnership with the University of Michigan's School for Environment and Sustainability, which will guide data-informed decision-making and environmental monitoring over the coming year. Preliminary findings from this collaboration support a combined approach of archery hunting and controlled culling, referencing Meridian Township

as a successful case where such measures have led to reductions in both deer density and vehicle collisions.

The City's goal is not to eliminate the deer population but to reduce it to a healthier, more sustainable level that benefits both the local environment and the deer themselves.

Deputy Director Farmer emphasized public safety and clearly distinguished between general public hunting and the City's proposed approach, which limits activities to controlled, well-supervised methods on appropriate land.

- Culling operations would begin in 2026 and be carried out by the U.S. Department of Agriculture (USDA) using professional sharpshooters, thermal imaging, and suppressors. Operations would occur at night, on City-approved parcels away from populated areas, and for only two to five days per year.
- Pilot archery hunts would begin in 2027 and be conducted exclusively by trained public safety officers. These hunts would be limited to private land and would also occur only two days per year, with annual review and oversight.
- Officers participating in archery hunts would be required to demonstrate shooting proficiency, complete hunter safety certification, and undergo training on tree stand safety and harness use.
- The venison harvested through culling will be donated to local food pantries, following a model successfully used in other Michigan communities. One deer can yield approximately 40 to 50 pounds of venison, providing up to 200 meals. While Farmington Hills has not yet established a specific annual harvest goal, communities such as Meridian Township have demonstrated the potential to both reduce deer populations and contribute significant quantities of food. The program would operate under a cooperative service agreement with the USDA, signed by the City Manager, with meat processing and distribution coordinated through DNR-supported food banks. The City would provide annual implementation and outcome reports to City Council and the public to ensure transparency and accountability.
- Deer enclosure sites will be installed in Heritage Park and Woodland Hills Park as part of the monitoring plan with the University of Michigan. The U of M project team will also conduct interviews with residents and stakeholders to assess herbivory impacts and community perceptions.

Deputy Director Farmer stressed the importance of a regional approach. The City of Farmington Hills has been working with the Southeast Michigan Urban Deer Coalition, which now includes 25 communities and organizations.

- Farmington Hills is the first community to vote on the resolution. The City of Farmington is scheduled to vote on May 5, and the City of Southfield on May 8.
- As part of this regional plan, Farmington Hills would manage deer on behalf of the City of Farmington, with Farmington contributing up to \$20,000 annually to support staffing and culling efforts.
- Farmington Hills will incorporate the program into its Parks and Recreation Master Plan to ensure sustainability.

In summary:

- Culls, conducted by the USDA, would begin in 2026.
- Pilot archery hunts by public safety officers would begin in 2027.
- Temporary suspension of applicable ordinances would be required to implement the plan.

- The resolution includes provisions for annual reporting and integration into the City's Parks and Recreation Master Plan.

Council Discussion

Mayor Pro Tem Dwyer emphasized his support for the proposed deer management approach, particularly the use of certified public safety officers. He reiterated that the archery component would involve only trained officers, not the general public, and that it would be limited to two days per year beginning in 2027. Dwyer also noted the long-standing success of similar programs in other Michigan communities and in the Metro Parks.

Mayor Pro Tem Dwyer raised concerns about a mailer that had been distributed citywide, and which contained misleading or inaccurate information. He asked Deputy Director Farmer to address the claims point by point for the benefit of the residents present.

Deputy Director Farmer responded to the claims included in the mailer:

- Claim: "10 years of inaction."
Farmer strongly disagreed, citing the City's extensive education and outreach efforts over the past decade, including public programs, signage, and staff engagement. He emphasized the many hours invested by staff and Council in addressing deer-related concerns from residents.
- Claim: "Biased advice from DNR."
Farmer clarified that the City's recommendations stem from input not only from the DNR but also from over 20 presentations by scientists across the country and other state leaders through the Deer Management Initiative. He rejected the claim that the City had relied solely on the DNR's perspective.
- Claim: "Dangerous policy – 450-foot safety zone."
DNR Biologist Fedewa clarified that the 450-foot safety zone is a regulation that prohibits hunting with a firearm within 450' (150 yards) of certain structures without proper authorization. The 450' rule does not apply to archery due to the lower risk posed by archery equipment.
- Claim: "Families at risk."
Farmer and Fedewa addressed concerns about safety. Sharpshooting would be conducted at night in carefully chosen locations using thermal imaging and suppressors by highly trained USDA personnel. Archery hunting would be performed by public safety officers using elevated tree stands and specialized equipment. No hunting activity would take place in subdivisions or in residents' backyards. USDA sharpshooters have an impeccable safety record, and they've done this type of deer removal in many communities over the years throughout the state.
- Claim: "Not scientific."
Fedewa noted that the flyer continually refers to "tame" deer, yet urban deer are wild animals. He cited data linking the rise in deer-vehicle collisions with increased deer populations, and pointed to Meridian Township as a case where deer culling led to a measurable decrease in collisions and vegetative damage.
- Claim: "Never-ending slaughter"
Fedewa and Farmer addressed deer population sustainability and reproduction, explaining the principle of *carrying capacity*—the maximum number of animals an environment can support. In the absence of natural predators, deer populations naturally rise until they reach or exceed this threshold, leading to negative consequences such as habitat degradation, starvation, and increased disease risk. Without intervention, population rebounds are inevitable due to high birth rates and

migration from surrounding areas. Reaching a more sustainable deer population will require long-term planning and will take approximately five to seven years of consistent management. The City's goal is not to eliminate deer, but to maintain a healthier and ecologically balanced population.

- Claim: "Dividing the community."

Farmer acknowledged the issue is divisive but emphasized the City's responsibility to make informed decisions based on data, safety, and environmental stewardship.

- Claim: "Better solutions exist – Rochester Hills"

Farmer reported that Rochester Hills is part of the same regional deer coalition and confirmed that their strategy has focused solely on public education, such as brochures and signage. He noted that recent declines in deer numbers there were due to outbreaks of Epizootic Hemorrhagic Disease (EHD), not non-lethal management. In 2021, Rochester Hills collected 140 dead deer due to EHD. He cautioned that inaction could lead to similar outcomes in Farmington Hills.

Mayor Pro Tem Dwyer acknowledged that the issue is emotionally difficult for many residents but affirmed the need for action to address the serious impacts of deer overpopulation.

Council Member Bruce said that many residents had contacted him with concerns about the City targeting "tame" animals. He asked Mr. Fedewa to explain the difference between tame and habituated wildlife.

DNR Biologist Fedewa explained that while some deer may appear tame, they are in fact *habituated*—accustomed to living near people but still fundamentally wild. True domestication or taming takes generations of controlled breeding. Habituated deer will still act unpredictably and aggressively.

Council Member Bridges questioned the timing and completeness of data presented to Council. He expressed concern that communication efforts were omitted from the March 24 study session presentation and only added later at his prompting.

Deputy Director Farmer explained that due to the volume of material available, presentations are necessarily selective. Additional information was included in the current presentation in response to council member feedback.

Council Member Bridges continued to question the significance of the data presented. 180 logged deer-related calls over a seven-year period equated to about two complaints per month. Also, the risk posed by deer vehicle collisions was low. Based on 122 incidents over five years the risk of deer vehicle collisions was 0.15% probability relative to the City's population. He emphasized that the decision to proceed with deer management should be based on demonstrable impact—specifically complaints and safety incidents—not deer population numbers alone.

Deputy Director Farmer corrected that the actual number of recorded deer vehicle collision in Farmington Hills was 621 over five years, not 122.

Noting that the City's ordinance prohibiting the feeding of deer was enacted in 2017, and that only one enforcement complaint was lodged since that time, Council Member Bridges argued that there was a need for stronger public education and outreach regarding the ordinance. He reiterated the importance

of using both quantitative and qualitative data—such as deer-vehicle collisions, resident complaints, and landscape damage—to guide policy decisions. He also questioned the City's efforts to inform residents about deer-resistant plantings and alternative landscaping choices.

Council Member Bridges asked whether fencing existed between parklands and adjacent neighborhoods. Deputy Director Farmer confirmed that no such fencing is currently in place, and DNR Biologist Fedewa stated that fencing can be effective at keeping deer out of certain areas, but only if it is at least 10 feet tall.

Council Member Bridges pointed out that ecological management is very important relative to deer management, yet the City has not had a naturalist or biological expert on staff for several years. He asked the City to consider hiring a biological or wildlife expert to advise on sustainable land and wildlife practices.

Council Member Knol asked for further information regarding food donations. Deputy Director Farmer explained that venison from culled deer would be processed through programs such as Hunters Feeding Michigan (formerly Sportsmen Against Hunger) and other nonprofit groups. The meat would then be distributed to organizations like CARES and other local food banks in Farmington Hills.

Council Member Knol asked about sterilization. DNR Biologist Fedewa noted that Ann Arbor received approval in 2017 to use sterilization as part of a research study but that had ceased in 2018. Council Member Knol clarified that the Michigan Legislature passed a law in 2018 restricting sterilization efforts after complications were reported during the Ann Arbor program, including infections, injuries, and procedural risks.

Council Member Boleware thanked Deputy Director Farmer for his ongoing work and asked about Oakland County's culling efforts. Farmer confirmed that culls are currently being conducted in county parks such as Groveland Oaks and Addison Oaks. These programs have recently expanded and are considered successful in helping reduce deer populations in those areas.

Council Member Boleware asked about the relationship between deer overpopulation and pollinators. DNR Biologist Chad Fedewa explained that deer, as herbivores, consume herbaceous plants that pollinators rely on for nectar and pollen. In overbrowsed environments with little ground vegetation, pollinators lose essential food sources, leading to broader ecological disruptions. Deputy Director Farmer added that this conclusion was supported by the City's ecological assessment conducted by PlantWise, and aligned with research presented through the Deer Management Initiative (DMI).

Council Member Boleware related a recent conversation with a commissioner in Ann Arbor regarding that city's former deer sterilization program. She noted the procedure was time-intensive (taking up to two hours per deer), led to infection risks, and sparked controversy, including debate around animal reproductive rights. The program was ultimately discontinued and the 2018 state law was passed to prohibit sterilization efforts due to ineffectiveness and ethical concerns. Boleware cited the American Veterinary Medical Association's position that humane culling by rifle is preferred over sterilization.

Council Member Aldred thanked staff for their months of effort on the deer management issue and commended Council Member Dwyer for providing an opportunity to publicly correct misinformation found in the widely distributed mailer. Council Member Aldred emphasized the importance of factual accuracy in addressing complex and emotional public policy decisions.

Mayor Rich addressed resident concerns raised in emails, many of which were prompted by the flyer. These concerns included fears of individuals with firearms operating in residential neighborhoods. She requested clarification that any proposed culling would not occur in neighborhoods and that private property involvement would require landowner consent.

Deputy Director Farmer confirmed:

- No culling would occur in residential neighborhoods.
- Culls on private land would only take place on parcels of at least five acres.
- Participation would require consent from the property owner and formal permitting through the DNR and USDA.
- Liability coverage would be established through agreements involving the landowner, the participating agency (such as USDA or trained public safety officers), and organizations like the National Deer Association.
- Site selection for culling would be based on cross-referencing aerial deer counts, deer-vehicle collision data, and logged resident complaints.

Deputy Director Farmer reiterated that the proposed plan follows existing models used in other communities and relies on a structured, well-established process.

Public Comment

Mayor Rich opened the floor to public comment.

Members of the public who spoke against the proposed deer management plan included: Madhumitha Aravanan, Bob Allen, Amy Lazet, Dalton Brosnan, Matthew Hollander, Justin Baker, Karen Amick, Rohit Seshadri, Terry Lewis, Paul Huyck, Karen Peper, Bob Sebulak, Theresa Hanahan, Sue Garrity, Kaitlin McHenry, Michele Peterson, Gregg Nathanson, Janice Jeffres, Kimberly Corona, Brenda Cook, Denise Lurkey, Tom Progar, Kas Howell, Russ Ragone, Christine Lesser, Michelle Nawal, Debbie Kastner, Dave Winkler, Monica Sipe (Royal Oak), Monique Balaban (Rochester Hills), Hemant Shah (Livonia) of the Jain Society, Michelle DeMaria (West Bloomfield)

Those opposing the deer management plan raised concerns and suggested alternative approaches, including:

- Non-lethal methods are available and have been used effectively elsewhere, including sterilization and contraception, wildlife crossings, etc.
- Deer crossing signs can only be effective if they can be seen. Make sure the signs meet this criterion.
- Educate residents about deer resistant plants available for landscaping.
- Other ecological issues are of equal or greater importance, including the negative consequences from the use of fertilizers and weed killers on lawns.
- Culling doesn't work and may unintentionally increase the deer population.
- Culling does not reduce vehicle/deer collisions. Such collisions represent a very small percentage of traffic in this area. Signage warning of deer crossings could be more numerous.

- Deer have an inherent right to exist, and humans need to learn to co-exist with the animals in their midst.
- Residents appreciate the presence of deer in their yards, noting that the animals contribute to a sense of peace and well-being, particularly during stressful times. Most residents do not complain about the deer.
- The deer problem does not actually exist. Educate people to plant deer resistant plants and to drive more carefully, especially at night. The deer population in Farmington Hills is healthy. The parks have not been overbrowsed.
- Deer hunts in urban areas are inherently dangerous and should not be permitted. It is inevitable that a resident will be hurt or killed.
- Information presented by DNR and City staff is not definitive and is biased.
- The City's culture does not align with killing deer via a cull. The majority of respondents do not want the City to kill deer. Killing deer is not humane. Killing deer year after year is not effective because of the compensatory affect.
- There are natural predators of the deer in the City, including coyotes.
- Urban deer culls are the result of the DNR wanting more people to have hunting licenses.

Members of the public who spoke in support of the proposed deer management plan included: Carolyn Bowden, Ellen Silverberg, Douglas Graydin, Erick Ryberg, Karen Phillips, Colleen Redmond, Ray Klimas, Michael James Clarahan, Tim Devine, Sharon Brown, Barbara Williams, Duke Orr, Janet Dabish, Jonathan Jackson

Supporters cited the following reasons for supporting the deer management plan:

- Deer eat everything. Sprays and other deterrents are not long-term solutions. Deer have eaten spruce and juniper trees, as well as other landscaping. People that used to grow vegetable gardens can no longer do that. Residents who took pride and invested heavily in their landscaping now have their flowers and ornamental plants destroyed. Landscaping that once provided privacy along property lines is lost. Deer scat is widespread, and lawns are torn up by deer moving through the area during rain.
- Visual sightings of sick/injured deer; experience with deer dying nearby or in their own yards.
- Long time residents report that there were no deer in their yards prior to about 2000, after which the deer became more and more visible and numerous and destructive.
- Some speakers or members of their families have experienced deer/vehicle collisions.
- Deer overcrowding results in serious deer diseases.
- Deer are not tame. Speakers have seen deer be aggressive to humans including small children, and one resident reported an aggressive deer in rut kill a "not small" dog while the dog was outside in its own yard. Another resident reported a deer attacked his dog. Speakers related instances of deer chasing adults who were walking down the street or trying to enter their own homes.
- Michigan's deer population is approximately 2 million, contributing to widespread ecological and property damage across the state.
- The deer management program will not eradicate the deer; the deer will still be present in Farmington Hills, but in a more natural balance.
- Managing the deer population will protect the ecological balance in the City's parks, including the preservation of pollinator plants and the protection of food sources for smaller animals.

Jackie Ford, Farmington Hills resident, asked that Council take time to make their decision.

Hemant Shah of the Jain Society said the Jain society will be happy to fund other methods of deer management.

Council discussion and action

As public comments had ended, Mayor Rich brought the matter back to the Council for discussion and action.

Council Member Knol delivered extended remarks to explain her support for the proposed deer management resolution.

A common assertion is that humans have encroached on deer territory. However, Farmington Hills has been a largely built-out community since the 1990s, with most subdivisions established between the 1950s and 1990s. The deer population explosion has been a more recent phenomenon, based on feedback from long-time residents and personal observation.

- Residents who have lived in the City for decades consistently report that deer sightings were rare in earlier years but have increased dramatically since the early 2000s.
- Emails received by Council from residents highlighted daily deer sightings and escalating property damage, often from herds as large as 20 deer.
- One resident who had returned to the family home after living near Kensington Park in Milford reported seeing more deer in Farmington Hills than he did on seven acres backing a state park.

Council Member Knol emphasized that many residents have made attempts to protect their landscaping and property through fencing and sprays, with little success.

- Residents reported deer damaging evergreen trees, snapping branches, and rubbing bark off trunks during rutting season.
- Experts advised that during winter, deer often feed on evergreens out of desperation, which contributes to their extensive damage.

Council Member Knol reiterated that the environmental impacts of overbrowsing extend to public lands like Heritage Park, where native plants have been decimated, allowing invasive species to dominate. Biologists have recommended a controlled burn as a restoration method. Deer are contributing to this environmental imbalance by destroying native vegetation.

Council Member Knol also addressed health and safety issues raised by residents and confirmed by data:

- Increased deer-vehicle collisions are evident from growing numbers of carcasses seen on roadsides by DPW crews.
- Many collisions go unreported, and even when not fatal to the driver, they may result in injured deer dying on private property, burdening residents with the responsibility of disposal.
- Knol countered claims that deer-vehicle collisions only happen to careless drivers, noting that deer frequently dart into roadways with little warning, especially during low-light conditions.

Council Member Knol refuted the effectiveness of sterilization and non-lethal methods, stating:

- Sterilization was tried as a research project in Ann Arbor but was ultimately banned by state legislation in 2018 due to complications and ethical concerns.

- Birth control for deer is not legal in Michigan because the drugs required are not approved and are categorized as pesticides.
- Spray deterrents and deer-resistant plants may work temporarily, but desperate deer will consume nearly any vegetation, especially as other food sources dwindle.

Council Member Knol explained why fencing is not a viable citywide solution:

- Standard residential fencing is inadequate to keep deer out. Even six- and eight-foot fences are easily jumped by deer.
- Large fences along roadways or in front yards would drastically alter the City's character and are often prohibited by homeowners' associations.
- Examples were shared of deer circumventing fences by walking on porches and destroying commercial landscaping at local nurseries and businesses despite substantial barriers.

Reiterating the misinformation in the public mailer, Council Member Knol explained:

- Culling would not occur in neighborhoods or without the consent of landowners.
- Only trained sharpshooters and public safety officers would participate in any hunting activities.
- Archery hunts would be conducted from elevated stands with controlled, short-range shots using high-powered bows. In most cases, deer would only run a short distance after a successful hit.
- Liability and permitting processes would be coordinated with property owners, the DNR, USDA, and other partners.

Council Member Knol responded to comparisons with Rochester Hills, pointing out that their approach has been limited to signage and public awareness, not actual population control. She noted that this passive approach still results in numerous accidents and leaves both people and animals at risk.

Council Member Knol concluded by expressing admiration for deer but emphasized the need for a balanced ecosystem for the health of both the deer and the community.

- Deer overpopulation threatens landscaping, safety, home values, and the environment.
- A structured deer management program led by professionals would preserve the community's quality of life and support sustainable coexistence with wildlife.

For these reasons, Council Member Knol stated her strong support for the resolution.

Council Member Aldred thanked residents for their input and emphasized the importance of respectful dialogue, noting that residents share the same underlying values—namely, maintaining a beautiful and livable environment and preserving what makes Farmington Hills a desirable place to live.

Council Member Aldred said that the increase in deer population was not seriously disputed. The question was whether that increase constitutes a problem. He addressed two key areas of concern: public safety and environmental impact.

Council Member Aldred cited data indicating a threefold increase in deer carcass pickups over the past decade, correlating with a rise in vehicle collisions. He noted that in 2023 there were 144 reported deer collisions, likely an undercount. While some may view this as a human safety issue, Aldred emphasized the harm to the animals themselves, arguing that allowing deer to be struck and killed—or severely

injured—in traffic is an inhumane and dangerous way to control the population. He described the disturbing sight of injured deer limping through residential areas.

Council Member Aldred referred to the findings of the PlantWise ecological study, which documented significant ecological degradation in city parks such as Woodland Hills and Heritage Park due to overbrowsing by deer. He stressed that the loss of native tree saplings and vegetation has cascading effects on birds, insects, and overall habitat health, and while deer may not be the sole cause, their impact is substantial and well-documented.

Council Member Aldred reviewed a range of non-lethal alternatives, including planting deer-resistant species, installing signage, and enforcing feeding bans. He stated that Farmington Hills has already implemented these measures, and while more could be done—especially around public education—those strategies alone have proven insufficient. He also reiterated that sterilization is not a viable option due to its impracticality and legal restrictions.

Council Member Aldred explained that the proposed resolution includes a carefully controlled culling program carried out by trained professionals using elevated positions, silencers, and nighttime operations to ensure safety. He expressed confidence that the process posed no risk to residents and clarified that no hunting would occur in neighborhoods or without landowner consent.

Regarding the use of archery, the planned use of bows and crossbows by trained public safety officers would offer added flexibility and cost-efficiency over time.

Council Member Aldred stressed the need for ongoing monitoring of the deer management program. He advocated for annual reviews and data tracking to assess effectiveness and to guide future decisions.

Council Member Aldred stated his support for the resolution, citing both the growing impacts of the deer population and the thoughtful design of the proposed management plan.

Council Member Boleware acknowledged the wide range of perspectives she had received from residents via email over the past several months. She had read all communications and made an effort to validate concerns on both sides of the issue. In addition to listening to presentations from staff and the DNR, she conducted her own research, consulting sources such as the Centers for Disease Control and Prevention, the University of Michigan, and the University of Chicago. She stressed that her decision was grounded in research rather than personal opinion and acknowledged that, regardless of the outcome, some residents would be disappointed.

Council Member Boleware described a significant change in deer populations across the state and region, noting that Michigan has one of the highest deer populations in the nation, second only to Wisconsin. She recalled never seeing deer in places like Highland Park and Detroit during her youth, but sightings have now become common even in those areas. This shift points to a regional imbalance.

Council Member Boleware explained that natural predators play a crucial role in maintaining ecological balance. Without predators, overpopulation leads to environmental degradation, disease, and suffering within the animal population. She cautioned that Farmington Hills and its surrounding communities may be on the verge of such consequences.

Council Member Boleware affirmed that both sides of the debate had valid arguments and that non-lethal strategies like signage, education, and deer-resistant plantings are worth continuing. However, based on her 30 years of residency in the City, she believes the deer population has grown to an unsustainable level. She reported that even “deer-resistant” plants in her yard had recently been eaten—an indication that the deer are becoming increasingly desperate and food-stressed. She noted that deer typically remain within a small geographic range and that local overpopulation is not easily mitigated by migration.

Council Member Boleware stressed the importance of compassion for the animals, arguing that inaction could lead to greater suffering for the deer themselves. Many residents enjoy wildlife but when the natural balance is lost, chaos and disruption follow. The goal is not to eliminate deer entirely from the city, but to restore balance to the ecosystem for the sake of both people and animals.

Council Member Boleware recounted her experience with a deer-vehicle collision at Middlebelt and Ten Mile, noting that the accident occurred even though she was driving slowly, and resulted in extensive damage to her car. She referenced a statistic from State Farm indicating that one in 59 drivers is likely to be involved in a deer-related crash. This level of risk unsustainable.

Council Member Boleware supported the resolution before Council but requested additional safeguards. Specifically, she expressed concern about the use of bows and arrows and asked that only professionals—such as public safety officers or USDA personnel—be authorized to participate. She also requested that the resolution clearly specify the number of days for any cull and outline who would be permitted to carry it out.

Council Member Bridges stated his opposition to the proposed resolution, emphasizing that he did not believe sufficient justification had been presented to warrant lethal deer management in Farmington Hills. Drawing on his 17 years of service on Council, he explained that he bases decisions on objective data and evidence rather than anecdotal or biased accounts.

Council Member Bridges cited city records showing 180 deer-related complaints over a seven-year period—an average of approximately two per month. He argued that this figure does not indicate a significant community-wide problem. Additionally, he noted that the City’s ordinance prohibiting deer feeding had resulted in only one recorded complaint and no violations since its adoption in 2017, suggesting a lack of enforcement as well as limited resident concern.

Council Member Bridges acknowledged that there had been approximately 621 deer-vehicle accidents over the past five years, or about 122 per year. When compared to Farmington Hills’ population of 82,000, this results in an approximate 0.15% probability of such a crash—far lower than the likelihood of a general traffic accident. This data does not support a compelling case for lethal intervention.

Council Member Bridges referenced city surveys in 2016 and 2022 in which 60% of respondents opposed lethal deer management strategies, including bow hunting. Public opinion should carry weight in Council’s decision-making, especially given the City’s responsibility to represent the community’s views.

Council Member Bridges advocated for expanded education about deer-resistant plantings, which are

effective when used properly. Many local nurseries carry such plant varieties. He also supported enhanced public communication about the deer feeding ordinance and called for greater enforcement of existing rules.

Council Member Bridges recommended that the City hire a wildlife expert to help develop and implement non-lethal deer management strategies. Farmington Hills lacks internal expertise on wildlife issues and should not rely solely on local government staff for these complex decisions.

Council Member Bridges referenced a stakeholder survey conducted by the Michigan Department of Natural Resources (DNR), which found that local governments were among the least trusted sources of accurate information about deer issues. This underscores the need for expert input rather than internally driven proposals.

Council Member Bridges reiterated that his decision was rooted in factual analysis and public sentiment. He did not believe the current data justified lethal measures and instead called for a stronger focus on education, enforcement, and professional guidance. He will vote against the resolution.

Mayor Rich thanked the members of the public for attending and staying for the duration of the meeting, as well as for the hundreds of emails received on the topic. She said that she had read every email and stated that her colleagues on Council had done the same.

She noted that she personally enjoys seeing deer and is not a hunter, but she believed it was important to address the growing issue. She emphasized that the University of Michigan's School for Environment and Sustainability selected the City of Farmington Hills for a research project after a competitive process. The research team was composed of graduate students from a variety of disciplines within environment and sustainability, including social justice, and the team did not approach the project with a bias in favor of hunting.

Mayor Rich noted that Farmington and Southfield would be having a vote very soon on this same issue, and that Livonia had indicated plans to do the same. She reminded attendees that during her campaign for Mayor, she identified deer management as a key priority and had advocated for a regional approach, which this resolution supports.

Mayor Rich addressed a public comment suggesting that there is no hunger in the community, stating that approximately 26% of students in local schools are food insecure. She cited a recent visit to the local food pantry CARES, where staff reported that current demand matches peak levels typically seen during the holiday season. While food donations are not the reason for pursuing a cull, they would be a beneficial byproduct.

Mayor Rich said she had met with the folks at Jain Temple regarding their concerns. She supported finding ways to mitigate the issues over time, but she would support moving forward this evening.

Mayor Rich proposed an amendment to Section 2.b), which outlines bow hunting beginning in 2027. She recommended that participation be limited to public safety personnel only, stating that this limitation would provide greater assurance regarding safety and accountability.

Mayor Rich emphasized that doing nothing was not a viable option. She suggested advocating to state legislators for a broader range of deer management tools, including revisiting contraception-based approaches as science and technology evolve. In the meantime, Mayor Rich will support the resolution as amended, contingent on language specifying that any bow hunting be limited to public safety personnel:

Section 2.b) will read: "Teams of Public Safety personnel that will oversee and participate in the highly regulated deer hunting program."

Section 2.c), second paragraph, last sentence will be changed to read: "The use of other firearms will be strictly prohibited during the highly regulated hunts performed through public safety."

MOTION by Aldred, support by Knol, that the City Council of Farmington Hills hereby adopts the following resolution:

CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN, RESOLUTION NO. R-85-25

**RESOLUTION OF THE CITY OF FARMINGTON HILLS CITY COUNCIL FOR DEER MANAGEMENT
WITHIN THE CITY OF FARMINGTON HILLS**

RESOLUTION NO. R-85-25

WHEREAS, the overpopulation of white-tailed deer in the State of Michigan, including the City of Farmington Hills, has led to increased public safety and public health concerns, such as increased deer-vehicle collisions, destruction of natural and residential landscapes, and potential exposure to diseases; and

WHEREAS, research conducted by the Michigan Department of Natural Resources (MDNR) supports appropriate management of deer populations to mitigate these negative impacts; and

WHEREAS, the Southeast Michigan Council of Governments conducted an independent study, which indicated that approximately 73% of Farmington Hills residents, 74% of Oakland County residents and 66% of all southeast Michigan residents have concerns related to deer overpopulation; and

WHEREAS, the City of Farmington Hills is an active member of the Southeast Michigan Urban Deer Coalition, a group of more than 25 communities and organizations in seven counties that is collaborating with the MDNR to implement effective deer management strategies in urban and suburban communities; and

WHEREAS, the MDNR, in its Michigan Deer Management Plan and Managing Deer Within Suburban Communities, has identified organized deer culls and highly regulated hunts as the safest and most effective methods to manage the deer population in urban environments; and

WHEREAS, the City intends to contract with qualified entities, such as the United States Department of Agriculture (USDA), to conduct comprehensive deer management programs, including organized deer culls, which are anticipated to take place on an annual basis during a designated timeframe, beginning in 2026; and

WHEREAS, to work with the USDA Animal and Plant Health Inspection Service (APHIS)-Wildlife Services (WF) for purposes of undertaking comprehensive deer management programs, including organized deer culls, the USDA requires the City to submit a Work Initiation Document for Wildlife Damage Management and to enter into a Cooperative Service Agreement with APHIS-WS; and

WHEREAS, the City of Farmington Hills also seeks to partner with the MDNR, relevant stakeholders, and communities of the Southeast Michigan Urban Deer Coalition to implement a highly regulated deer hunting program on an annual basis beginning in 2027; and

WHEREAS, the USDA reports that approximately one in seven Michigan households experienced food insecurity in 2023; and

WHEREAS, one deer will provide approximately 160 nutritious meals, venison harvested during culls will be donated to area food banks and venison harvested during highly regulated hunts will be kept by hunters or donated to food banks; and

WHEREAS, the deer management plan will be incorporated into the ecological plan section of the City's Parks and Recreation Master Plan to be reviewed every five years and submitted to the MDNR; and

WHEREAS, to facilitate these necessary deer management efforts, the City Council finds it appropriate to temporarily suspend enforcement of City Code Sections 18-307 and 19-65(1), which prohibit the discharge of firearms within the City and possession of bows in City parks, strictly for the purpose of authorized deer culls and highly regulated hunts.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Farmington Hills, Oakland County, Michigan, as follows:

1. Temporary Suspension of Ordinance Enforcement
 - Enforcement of City Code Sections 18-307 and 19-65(1), which prohibit the discharge of firearms within the City and possession of bows in City parks, shall be temporarily suspended solely during authorized deer culls and highly regulated hunts, as specified in this resolution.
2. Authorized Participants
 - This suspension shall apply only to:
 - a) Authorized agents of the entity approved to conduct authorized deer culls.
 - b) Teams of Public Safety personnel that will oversee and participate in the highly regulated deer hunting program.
3. Permitted Weapons
 - Authorized agents of the entity approved to conduct deer culls will be authorized to use firearms for the sole purpose of deer management.
 - Confirmed participants in the highly regulated deer hunting program shall be restricted to the use of crossbows and bows. The use of other firearms will be strictly prohibited during the highly regulated hunts performed through public safety.
4. Public Safety and Compliance
 - The City shall coordinate with the USDA, MDNR and relevant stakeholders to ensure all culls and hunts are conducted in compliance with federal, state and local regulations.
 - Appropriate public notification and safety measures shall be implemented prior to any culling or hunting activities.

IT IS FURTHER RESOLVED that the City Council of the City of Farmington Hills, Oakland County, Michigan, hereby authorizes the City Manager to sign and submit to APHIS-WH on behalf of the City the Work Initiation Document for Wildlife Damage Management and the Cooperative Service Agreement with APHIS-WS, subject to the City Attorney's final review of said Agreement.

MOTION CARRIED 6-1 (Bridges opposed).

CONSENT AGENDA

RECOMMENDED APPROVAL OF A SPECIAL EVENT PERMIT FOR THE FARMINGTON COMMUNITY LIBRARY TO HOLD THE ANNUAL ASIAN AMERICAN AND PACIFIC ISLANDER FEST, TO BE HELD SATURDAY, MAY 3, 2025.

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approves a Special Event Permit for the Farmington Community Library to hold the Annual Asian American and Pacific Islander Fest on Saturday, May 3, 2025, at the Farmington Community Library located at 32737 W. 12 Mile Road, from 12pm to 4pm, subject to the following terms and conditions:

- The event will be open to the public and parking will be on site utilizing the existing parking lot
- Two 10 x 10 tents will be utilized for food vendors
- There will be no obstructions for the safe passage of emergency vehicles
- Proponent shall contact Fire Prevention to set up an Annual Inspection prior to event
- Egress shall be maintained throughout the building
- Fires lanes shall not be blocked or restricted
- All applicable permits shall be applied for through the Building Department
- Event shall comply with minimum Fire Prevention Code requirements
- Proponent will need to apply for an electrical permit and have all extension cords and connections in place for the Fairs/Festival final safety inspection to be conducted on May 2, 2025

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF A CONCESSION AGREEMENT WITH WEBB HUMAN PERFORMANCE SYSTEMS, LLC FOR SPORTS PERFORMANCE TRAINING SERVICES AT THE ICE ARENA IN THE ANNUAL AMOUNT OF \$23,196 FOR TWO YEARS WITH OPTIONAL EXTENSIONS. CMR 4-25-72

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approves a Concession Agreement with Webb Human Performance Systems, LLC for sports performance training services at the Ice Arena in the annual amount of \$23,196 for two years with optional extensions.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH

Nays: NONE

Absent: NONE

Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED ADOPTION OF A RESOLUTION AUTHORIZING THE ISSUANCE OF CAPITAL IMPROVEMENT BONDS FOR THE PURPOSE OF FINANCING CAPITAL IMPROVEMENT FUND PROJECTS. CMR 4-25-73

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby adopts the Resolution (as prepared by Miller Canfield) authorizing the issuance of Capital Improvement Bonds, for the purpose of financing Capital Improvement Fund projects.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF A REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A COOK. CMR 4-25-74

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approves an employment request per Section 10.01A of the City Charter for Patricia Spain, as a Cook, who is related to an employee of the City, Eric Forge, who is a Police/Fire Dispatcher.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF A REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR AN EDUCATION COORDINATOR (SPORTS). CMR 4-25-75

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approves an employment request per Section 10.01A of the City Charter for Jake Rand, as an Education Coordinator (Sports), who is related to an employee of the City, Jeff Rand, who is a Camp Counselor for Special Services.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF A REQUEST FOR EMPLOYMENT UNDER SECTION 10.01A OF THE CITY CHARTER FOR A LIFEGUARD INSTRUCTOR. CMR 4-25-76

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby approves an employment request per Section 10.01A of the City Charter for Christopher Nunnery, as a Lifeguard Instructor, who is related to an employee of the City, Larry Nunnery, who is an Aquatics Coordinator for Special Services.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF AWARD OF BID FOR THE LIQUID DEICER FILL POINT DISTRIBUTION SYSTEM TO BRINE MASTERS, INC. IN THE AMOUNT OF \$202,589.82. CMR 4-25-77

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby authorizes the City Manager to issue a purchase order to Brine Masters, Inc. of Charleston, South Carolina in the amount of \$202,589.82 for the purchase and installation of a replacement liquid deicer fill point distribution system located at the Division of Public Works.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF AWARD OF BID FOR THE PURCHASE OF METAL CULVERT PIPE AND RELATED ACCESSORIES TO JENSEN BRIDGE AND SUPPLY COMPANY IN THE AMOUNT OF \$58,517.45. CMR 4-25-78

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby authorizes the City Manager to issue a purchase order to Jensen Bridge and Supply Company of Sandusky, Michigan in the amount of \$58,517.45 for the purchase of metal culvert pipe and related accessories.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF EXTENSION OF AWARD FOR THE PURCHASE AND INSTALLATION OF AUDIO AND VISUAL EQUIPMENT FOR THE EMERGENCY OPERATION CENTER AND CONFERENCE ROOM AT FIRE HEADQUARTERS TO AVI-SPL IN THE AMOUNT OF \$201,797.00. CMR 4-25-79

MOTION by Bridges, support by Knol, that the City Council of Farmington Hills hereby authorizes the City Manager to issue a purchase order to AVI-SPL in the amount of \$201,797.00 for the purchase and installation of audio and visual equipment for the EOC and Conference room at Fire Headquarters.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRIDGES, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: NONE
Abstentions: NONE

MOTION CARRIED 7-0.

RECOMMENDED APPROVAL OF CITY COUNCIL STUDY SESSION MEETING MINUTES OF APRIL 14, 2025.

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby approves the City Council study session meeting minutes of April 14, 2025.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: NONE
Abstentions: BRIDGES

MOTION CARRIED 6-1.

RECOMMENDED APPROVAL OF CITY COUNCIL REGULAR SESSION MEETING MINUTES OF APRIL 14, 2025.

MOTION by Bruce, support by Boleware, that the City Council of Farmington Hills hereby approves the City Council study session meeting minutes of April 14, 2025.

Roll Call Vote:

Yeas: ALDRED, BOLEWARE, BRUCE, DWYER, KNOL, AND RICH
Nays: NONE
Absent: NONE
Abstentions: BRIDGES

MOTION CARRIED 6-1.

ADDITIONS TO AGENDA

There were no additions to the agenda.

PUBLIC COMMENTS

None

ADJOURNMENT

The regular session of City Council meeting adjourned at 12:38AM.

Respectfully submitted,

Carly Lindahl, City Clerk